



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

Watch Board of Selectmen meetings LIVE and rebroadcast on Comcast Channel 96, rebroadcast on AT&T U-verse Channel 99 and on-demand on www.simsburytv.org

AMENDED

SIMSBURY BOARD OF SELECTMEN

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

Regular Meeting – January 25, 2016 – 6:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

PRESENTATIONS

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- a) Appoint Akash Kaza as a youth member of the Community for Care Committee with an expiration date of December 4, 2017
- b) Approve Tax Refunds
- c) Approve Resolution for Municipal Filing Pilot Program for Campaign Financing
- d) Approve Revised 2016 Budget Workshop Dates
- e) Set Public Hearing Date for proposed Amendment to Chapter 21 of the Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund as follows: Section 21-8 Process and Criteria for the Disposition of Open Space Land
- f) Approve submission of Emergency Management Performance Grant Application for Fiscal Year 2015

OTHER BUSINESS

- a) [Update on Senior Community Center Project](#)

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

APPOINTMENTS AND RESIGNATIONS

- a) Acknowledge the resignation of Barbara L. O'Connor (D) as a regular member of the Tourism Committee effective January 8, 2016
- b) Acknowledge the resignation of Jacqueline S. Battos (R) as an alternate member of the Zoning Commission effective January 12, 2016
- c) Acknowledge the resignation of Robert D. Pomeroy, Jr. (R) as a regular member of the Zoning Commission effective upon appointment of replacement member
- d) Appoint Jacqueline S. Battos (R) as a regular member of the Zoning Commission with an expiration date of December 4, 2017
- e) Appoint Vaughn A. Marecki (R) as an alternate member of the Zoning Commission with an expiration date of December 4, 2017

Aging & Disability Commission

- a) Reappoint Victor Bible III (U) as an alternate member of the Aging & Disability Commission with an expiration date of January 1, 2018
- b) Reappoint Grace Comeau (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2020
- c) Appoint April Schmidt (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2019

Building Code Board of Appeals

- a) Reappoint JoAnn M. Hogan (R) and Charles A. Warren, Jr. (U) as regular members of the Building Code of Appeals with an expiration date of January 1, 2021

Clean Energy Task Force

- a) Reappoint Mark Scully (D), Susan Van Kleef (D) and Melissa Osborne (D) as regular member of the Clean Energy Task Force with an expiration date of December ,4 2017

Conservation Commission / Inland Wetlands Agency

- a) Reappoint Darren P. Cunningham (R) and Andrew S. O'Connor (R) as regular members of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020
- b) Appoint Craig MacCormac (R) as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2018
- c) Appoint Phillip J. Purciello (R) as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020

Culture, Parks & Recreation Commission

- a) Reappoint Gerald A. Post (R) as a regular member of the Culture, Parks & Recreation Commission with an expiration date of January 1, 2020

Fair Rent Commission

- a) Reappoint Madeleine P. Gilkey (R) and Mary N. Turner (R) as regular members of the Fair Rent Commission with an expiration date of November 30, 2019

Historic District Commission

- a) Reappoint Patricia F. Hyypa (R) as a regular member of the Historic District Commission with an expiration date of January 1, 2021

Insurance Committee

- a) Reappoint Peter C. Peterson (D), Paul H. Mikkelson, Jr. (R) and Edward F. Sparkowski (R) as regular members of the Insurance Committee with an expiration date of December 4, 2017

Open Space Committee

- a) Reappoint Helen Peterson (D) as a member at large of the Open Space Committee with an expiration date of December 4, 2017

Public Building Committee

- a) Reappoint Lucian M. Dragulski (R), Mary Lou Patrino (R) and John J. Salvatore (R) as regular members of the Public Building Committee with an expiration date of December 4, 2017

Recycling Committee

- a) Re-appoint R. Kingsbury Chase (D), Lori P. Fernand (D), Rosemary V. Fusco (R), William P. Hantzos (D), Alexandra Rice (D) and Mary N. Turner (R) as regular members of the Recycling Committee with an expiration date of December 4, 2017

Tourism Committee

- a) Reappoint Dominique Avery (D), Catherine Barnard (D), Patricia Carbone (D), Paulette Clark (D), Joyce R. Howard (R), Katherine A. Oakes (R), Diane Phillips (D), Charmaine L. Seavy (D) and Richard D. Wagner Jr. (R) as regular members of the Tourism Committee with an expiration date of December 4, 2017
- b) Appoint Elizabeth Keppel (R) as a regular member of the Tourism Committee with an expiration date of December 4, 2017

Water Pollution Control Authority

- a) Reappoint Edward J. Kelly (R) and Loren Shoemaker (R) as regular members of the Water Pollution Control Authority with an expiration date of January 1, 2020

Technology Task Force Committee

- a) Reappoint Harald Bender (U), Lawrence A. DiSciaccia (D), Michael T. Doyle (R), Laurel E. Hennebury (D), John W. Jahne (U), Mark A. Orenstein (D), Jerry P. Queen (D), Ramon W. Rosati (D), William J. Rucci (U), Jeremy B. Wallman (U) and Eric J. Zemantis as regular members of the Technology Task Force with an expiration date of December 4, 2017

REVIEW OF MINUTES

- a) Regular Meeting of January 11, 2015

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

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

ADJOURN TO EXECUTIVE SESSION

- a) Discuss possible lease or purchase of property for Senior/Community Center including 828 Hopmeadow Street

ADJOURN FROM EXECUTIVE SESSION

Possible action

ADJOURN

Most of the documents reviewed by the Board of Selectmen at this meeting can be located at:
<http://www.simsbury-ct.gov/board-of-selectmen>



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Community for Care Appointment

2. **Date of submission:** January 19, 2016

3. **Date of Board Meeting:** January 25, 2016

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): Cheryl Cook– Board of Selectmen and Co-Chair of the Community for Care.

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.):
Respectfully request approval of the appointment of Akash Kaza to the Community for Care Committee for the 2016 – 2017 term.

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.): Akash Kaza is a junior at Simsbury High School. His perspective will be a valuable addition to the Community for Care.

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.): None



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:** 1-19-2016
3. **Date of Board Meeting:** 01-25-2016
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 **\$ 11,080.82**

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

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
List 2012					
Swanson Margaret J	12-01-1545	\$387.08	\$12.66		\$399.74
					\$0.00
Total 2012		\$387.08	\$12.66	\$0.00	\$399.74
List 2013					
Swanson Margaret J	13-01-1569	\$385.52	\$12.35		\$397.87
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2013		\$385.52	\$12.35	\$0.00	\$397.87
List 2014					
Boysen Timothy R	14-01-831	\$125.76			\$125.76
Raye Steven P	14-01-6530	\$3,734.46			\$3,734.46
Swanson Margaret J	14-01-7895	\$385.31	\$12.35		\$397.66
Haag Michael D	14-01-3231	\$4,918.03			\$4,918.03
Maxon Robert J	14-01-5055	\$15.00			\$15.00
Four Hundred Plus LLC	14-02-40283	\$304.57			\$304.57
Enxuto Tania M	14-03-55322	\$37.78	\$1.21		\$38.99
Josephson Ronald P	14-03-59049	\$53.49	\$1.72		\$55.21
Trustees of Westminster	14-04-83201	\$733.82			\$733.82
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2014		\$10,308.22	\$15.28	\$0.00	\$10,323.50
TOTAL 2012		\$387.08	\$12.66	\$0.00	\$399.74
TOTAL 2013		\$385.52	\$12.35	\$0.00	\$397.87
TOTAL 2014		\$10,308.22	\$15.28	\$0.00	\$10,323.50
					\$11,121.11
TOTAL ALL YEARS		\$11,080.82	\$40.29	\$0.00	\$11,121.11



Town of Simsbury

933 HOPMEADOW STREET
06070

P.O. BOX 495

SIMSBURY, CONNECTICUT

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Municipal Filing Pilot Program for Campaign Financing
2. **Date of submission:** January 13, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission:** Carolyn Keily, Town Clerk
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:
Considers and votes to approve the following Resolution:

*“RESOLUTION TO APPROVE TOWN CLERK’S APPLICATION
TO THE STATE ELECTIONS ENFORCEMENT COMMISSION’S
MUNICIPAL FILING PILOT PROGRAM*”

WHEREAS on June 30, 2015, the Governor signed into law Special Act No. 2015-14, An Act Establishing A Pilot Program for Municipal Campaign Finance Filings;

WHEREAS the Special Act establishes a pilot program for the State Elections Enforcement Commission to provide assistance to the town clerks of up to twenty municipalities with the completion of some or all of their filing repository duties for the 2017 election cycle;

WHEREAS the application to participate in the pilot program requires the approval of the municipality’s legislative body;

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF SELECTMEN of the TOWN OF SIMSBURY that the Town Clerk of the Town of Simsbury may apply to participate in the State Elections Enforcement Commission’s Municipal Filing Pilot Program for the 2017 election cycle.

BE IT FURTHER RESOLVED that a copy of this signed resolution be forwarded to the State Elections Enforcement Commission as part of the Town of Simsbury’s application.”

6. **Summary of Submission:** The State Elections Enforcement Commission is in the process of establishing a pilot program under which up to twenty municipalities will be selected to have some or all of their filing duties transferred to the Commission for the 2017 election cycle.

This means that all candidates, candidate committees, and political committees that normally file with the Town Clerk's office will register and file disclosure statements with the Commission and all of their paperwork will be available for public viewing on the Commission's website.

If the program is successful, the Commission is hopeful that it will become the filing repository of all 169 municipalities in the state. Our town has been invited to apply to the program and the application requires legislative body approval in order to apply. Therefore, I present this application to you and seek your approval.

7. **Financial Impact:** Anticipated costs would be associated with staff time to communicate and train with the State Elections Enforcement Commission (SEEC) before, during and after the pilot program; staff time to either scan or Fax campaign finance reports during reporting periods to send to the SEEC; and staff time to report on the outcome of the pilot program after it is completed.
8. **Description of documents included with submission:** Copy of the Application

Municipal Filing Pilot Program APPLICATION

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION
 Revised December 2015

Page 1 of 4



DEADLINE TO SUBMIT APPLICATION:
Tuesday, February 16, 2016 5:00 PM

Do Not Mark in This Space — For Official Use Only

1. MUNICIPALITY		2. COUNTY																					
Town of Simsbury		Hartford																					
3. TOWN/CITY CLERK NAME																							
Carolyn Keily			<input checked="" type="checkbox"/> Check if Town/City Clerk will be the primary contact for the Municipal Filing Pilot Program																				
4. OFFICE ADDRESS																							
Street Address	City	State	Zip Code																				
933 Hopmeadow Street	Simsbury	CT	06070																				
5. ADDITIONAL CONTACT (Assistant Town/City Clerk or other staff member)																							
Name		Title																					
Anita Schwager		Assistant Town Clerk																					
<input type="checkbox"/> Check if primary contact for the Program																							
6. PRIMARY CONTACT PHONE NUMBER		7. PRIMARY CONTACT EMAIL																					
860-658-3243		ckeily@simsbury-ct.gov																					
8. ELECTION CYCLE (Check One Box)		9. FORM OF GOVERNMENT (Check One Box)																					
<input type="checkbox"/> May <input checked="" type="checkbox"/> November		<input type="checkbox"/> Mayor — Council <input type="checkbox"/> Representative Town Meeting <input type="checkbox"/> Council — Manager <input checked="" type="checkbox"/> Other <u>Board of Selectmen</u>																					
10. POPULATION (Based on 2010 census)																							
<input type="checkbox"/> Over 50,000 <input type="checkbox"/> 6,501 — 10,000 <input type="checkbox"/> 25,001 — 50,000 <input type="checkbox"/> 3,500 — 6,500 <input checked="" type="checkbox"/> 15,001 — 25,000 <input type="checkbox"/> Under 3,500 <input type="checkbox"/> 10,001 — 15,000																							
11. OFFICE HOURS																							
Check each day your office is open and record the hours of operation:		Does your office close for lunch? <i>If yes, record the hours:</i>																					
<table border="1"> <tr><td><input checked="" type="checkbox"/> Monday</td><td>8:30 a.m. - 7:00 p.m.</td></tr> <tr><td><input checked="" type="checkbox"/> Tuesday</td><td>8:30 a.m. - 4:30 p.m.</td></tr> <tr><td><input checked="" type="checkbox"/> Wednesday</td><td>8:30 a.m. - 4:30 p.m.</td></tr> <tr><td><input checked="" type="checkbox"/> Thursday</td><td>8:30 a.m. - 4:30 p.m.</td></tr> <tr><td><input checked="" type="checkbox"/> Friday</td><td>8:30 a.m. - 1:00 p.m.</td></tr> </table>		<input checked="" type="checkbox"/> Monday	8:30 a.m. - 7:00 p.m.	<input checked="" type="checkbox"/> Tuesday	8:30 a.m. - 4:30 p.m.	<input checked="" type="checkbox"/> Wednesday	8:30 a.m. - 4:30 p.m.	<input checked="" type="checkbox"/> Thursday	8:30 a.m. - 4:30 p.m.	<input checked="" type="checkbox"/> Friday	8:30 a.m. - 1:00 p.m.	<table border="1"> <tr><td><input type="checkbox"/> Monday</td><td>No</td></tr> <tr><td><input type="checkbox"/> Tuesday</td><td>No</td></tr> <tr><td><input type="checkbox"/> Wednesday</td><td>No</td></tr> <tr><td><input type="checkbox"/> Thursday</td><td>No</td></tr> <tr><td><input type="checkbox"/> Friday</td><td>No</td></tr> </table>		<input type="checkbox"/> Monday	No	<input type="checkbox"/> Tuesday	No	<input type="checkbox"/> Wednesday	No	<input type="checkbox"/> Thursday	No	<input type="checkbox"/> Friday	No
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<input type="checkbox"/> Monday	No																						
<input type="checkbox"/> Tuesday	No																						
<input type="checkbox"/> Wednesday	No																						
<input type="checkbox"/> Thursday	No																						
<input type="checkbox"/> Friday	No																						
If not already open until 5:00 PM, do you have the ability to extend your office hours until 5:00 PM on the day of a filing deadline?:																							
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																							
12. OFFICE TECHNOLOGY																							
Does your office have at least one computer connected to the Internet?:		Does your office have (Check all that apply):																					
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input checked="" type="checkbox"/> Scanner <input checked="" type="checkbox"/> Fax Machine <input checked="" type="checkbox"/> Town Clerk webpage on Town/City website																					
If yes, is this computer for public access or Town Clerk use only?:																							
<input type="checkbox"/> Public Access <input checked="" type="checkbox"/> Town Clerk Use Only <input type="checkbox"/> Both Public Access AND Town Clerk Use																							

Municipal Filing Pilot Program APPLICATION

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION
 Revised December 2015



**DEADLINE TO SUBMIT APPLICATION:
 Tuesday, February 16, 2016 5:00 PM**

Page 2 of 4

13. BALLOT INFORMATION

The following questions pertain to the **November 5, 2013** ballot for your city/town:

Number of candidates on the ballot (if a candidate is cross-endorsed, only count once)	43
Number of candidate committees formed (SEEC Form 1 & 1A filed with Town Clerk)	12
Number of candidates filing exemptions from forming candidate committees (SEEC Form 1 & 1B filed with Town Clerk)	31
For candidates who filed Form 1B and checked box 11a — Number of candidates funded by Town Committee	15
For candidates who filed Form 1B and checked box 11a — Number of candidates funded by a separate slate committee	0
Number of Slate Committees formed (Durational committee formed by two or more individuals - SEEC Form 3)	0
Number of Referendum Committees (Durational committee formed by two or more individuals for a single referendum - SEEC Form 3)	0

The following questions pertain to the **November 3, 2015** ballot for your city/town:

Number of candidates on the ballot (if a candidate is cross-endorsed, only count once)	58
Number of candidate committees formed (SEEC Form 1 & 1A filed with Town Clerk)	8
Number of candidates filing exemptions from forming candidate committees (SEEC Form 1 & 1B filed with Town Clerk)	52
For candidates who filed Form 1B and checked box 11a — Number of candidates funded by Town Committee	19
For candidates who filed Form 1B and checked box 11a — Number of candidates funded by a separate slate committee	0
Number of Slate Committees formed (Durational committee formed by two or more individuals - SEEC Form 3)	0
Number of Referendum Committees (Durational committee formed by two or more individuals for a single referendum - SEEC Form 3 or 8)	0

Number of ongoing political committees currently registered with your office (SEEC Form 3 or 8): <div style="border: 1px solid black; width: 100px; height: 30px; text-align: center; margin-top: 10px;">0</div>	Number of offices having primaries: <table border="1" style="margin-top: 10px; width: 100%;"> <thead> <tr> <th style="width: 33%;">2011</th> <th style="width: 33%;">2013</th> <th style="width: 33%;">2015</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </tbody> </table>	2011	2013	2015	0	0	0
2011	2013	2015					
0	0	0					

Number of referenda:

2010	2011	2012	2013	2014	2015
1	1	2	1	2	1

Municipal Filing Pilot Program APPLICATION

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION
Revised December 2015



**DEADLINE TO SUBMIT APPLICATION:
Tuesday, February 16, 2016 5:00 PM**

Page 3 of 4

14. APPROVAL BY LEGISLATIVE BODY

Please attach documentation of your legislative body's approval to the back of this application (i.e. copy of meeting minutes, a resolution signed by members of your legislative body approving your application).

A sample resolution is provided on page 4 of this application.

15. CERTIFICATION

I certify that I understand that I am required to comply with the requirements of the Municipal Filing Pilot Program, including all applicable statutes, regulations and declaratory rulings. I certify that I understand that my failure to abide by the requirements of all applicable statutes and regulations relating to the Pilot Program may result in the SEEC's disqualification/revocation of my voluntary participation.

I hereby swear, under penalty of false statement, that the above certifications are true and complete to the best of my knowledge.

Town/City Clerk's Signature

Date (mm/dd/yyyy)

Sworn and subscribed before me on this ____ day of _____, 2016

Seal

SIGNATURE OF PERSON ADMINISTERING THE OATH

NAME OF PERSON ADMINISTERING THE OATH (Please Print)

Commissioner of Superior Court Notary Public — My Commission Expires _____

If there is any additional information you feel may be relevant to your application, please explain below:



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Budget Workshop Schedule – Revised
2. **Date of submission:** January 19, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission**

Thomas F. Cooke – Director of Administrative Services

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

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

Adopt a schedule for budget workshop dates and times based on the available date described herein

6. **Summary of Submission**

Pursuant to the Charter, the Director of Finance, at the direction of the First Selectman, is required to present the budget to the Board of Selectmen no later than the first day of March (Section 805). In order to ensure that the Board of Selectmen has adequate opportunity to meet, the First Selectman, Town Staff and the Director of Finance will accelerate the budget preparation process so that the budget is available to this Board by February 29th.

The following dates are presented for your consideration:

- Thursday 3/10: Budget presentations by Town Staff
- Saturday, 3/12: Budget presentations by Town Staff – day-long workshop
- Additional dates as necessary:
 - Wednesday, 3/16 – 5:30 pm
 - Saturday 3/19 – 8:00 am

In total, this schedule offers two (2) evening meetings and two (2) Saturday meeting.

7. **Financial Impact**

N/A

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:

Schedule for the Budget Meetings & Workshops
Key Budget Dates



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

Schedule for the Budget Meetings & Workshops (Revised)

Monday evening, February 29th / 5:30 pm:

- First Selectman's Budget presented to Board of Selectmen

Thursday evening, March 10th / 5:30 pm:

- General Government
 - First Selectman's Office/Central Administration
 - Town Clerk
- Finance
 - Tax Collector
 - Assessor
 - Information Technology
- Social Services
- Culture, Parks and Recreation
- Planning/Economic Development

Saturday, March 12th / 8:00- 4:00 pm:

- Public Works
- Engineering
- Water Pollution Control
- Library
- Public Safety
- CIP
- CNR

***Wednesday, March 16th – 5:30 pm**

***Saturday, March 19th – 8:00 am**

All meetings will be in the Main Meeting Room at Town Hall

**Additional dates if needed*

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

L.Heavner@simsbury-ct.gov
www.simsbury-ct.gov

An Equal Opportunity Employer
8:30 - 7:00 Monday
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<i>Budget Preparation Calendar (revised)</i>	
Friday – 1/29/2016	Dept. Estimates Due to the First Selectman
Monday – 2/8/16	Initial Meetings with Department Heads Begin
Monday – 2/15/16	Initial Meetings with Department Heads End
Wednesday – 2/17/16	Finance Director Follow up with Department Heads Begin
Tuesday – 2/23/16	Finance Director Follow up with Department Heads End
Wednesday – 2/24/16	Final Meetings with Department Heads
Monday – 2/29/16	First Selectman Presents Budget to BOS
Wednesday – 3/10/2016 Saturday – 3/12/2016 Monday – 3/16/2016 Wednesday – 3/19/2016	BOS Budget Workshops
Tuesday – 3/8/2016	BOE Presents Budget to the BOF
Monday – 3/28/2016	BOS Presents Budget & Capital to BOF
Wednesday 4/6/2016	BOF Public Hearing on the Budget
Tuesday – 5/10/2016	Referendum



Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Amendment to Chapter 21 of the Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund as follows: Section 21-8 Process and Criteria for the Disposition of Open Space Land.

2. **Date of submission:** January 7, 2016

3. **Date of Board Meeting:** January 25, 2016

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):**

First Selectman Lisa Heavner on behalf of the Open Space Committee for the Town of Simsbury

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:

Request the Board of Selectmen consider amending Chapter 21 of the Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund with a new section titled Section 21-8 Process and Criteria for the Disposition of Open Space Land and vote to set a date for a public hearing on the proposed draft 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 January 2015, the Board of Selectmen discussed the need to have an ordinance on the disposition of land designated as open space before the town considers selling land donated or purchased for that purpose. The Open Space Committee working with Town Counsel prepared a draft ordinance for the Board to consider. On January 6, 2016, the Open Space Committee unanimously voted to forward to the Board of Selectmen the draft ordinance amendment to Chapter 21, Fund for Land Acquisition and Preservation, SECTION 21-8 Process and Criteria for the Disposition of Open Space Land.

The amendment proposes that proposals for sale of designated Open Space Land be referred to Planning, and reviewed by The Open Space Committee, Culture, Parks and Recreation Commission, and the Conservation Commission. It proposes a hearing be held by the Board of Selectmen and that any funds received from a conveyance should be applied to the town's Open Space Fund. The amendment outlines matters to be considered in making a determination.

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

No negative financial impact. Ultimate adoption of the proposed ordinance may result in funds collected from the sale of designated Open Space land.

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. Draft ordinance amendment to CHAPTER 21, FUND FOR LAND AQUITION AND PRESERVATION, SECTION 21-8 PROCESS AND CRITERIA FOR THE DISPOSTION OF OPEN SPACE
2. Copy of the Open Space Committee minutes on January 6, 2016

FINAL
TOWN OF SIMSBURY
ORDINANCE
CHAPTER 21, FUND FOR LAND ACQUISITION AND PRESERVATION

ADOPTED:
EFFECTIVE:

The Town of Simsbury hereby amends Chapter 21 of the Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund, as follows:

ADD NEW SECTION 21-8 AS FOLLOWS:

SECTION 21-8 PROCESS AND CRITERIA FOR THE DISPOSITION OF OPEN SPACE LAND

(a) The following process shall be followed in the event that the Board of Selectmen desires to sell, transfer, assign, release or otherwise dispose of a parcel of town-owned real estate, or any interest therein, designated as open space:

1. The Open Space Committee, the Culture, Parks and Recreation Commission and the Conservation Commission shall severally review and report to the Board of Selectmen on any proposed disposition of an interest in real estate.
2. The proposed disposition shall be subject to a public hearing before the Board of Selectmen and to review by the Planning Commission pursuant to Conn. Gen. Stat. 8-24.
3. The Board of Selectmen shall consider the following matters, among others in evaluating any proposed disposition.
 - a. Each property shall be assessed individually for suitability and/or desirability of disposition.
 - b. Any property conveyed may, where deemed appropriate, be conveyed subject to a conservation easement, restricting development. Any such conservation easement shall, where deemed practical, be transferred to an independent third party such as a land trust or similar organization.
 - c. Any property conveyed may, where deemed appropriate, be conveyed subject to a condition that any parcel to which it is appended not be permitted to be subdivided.
 - d. Any property conveyed may, where deemed appropriate, be conveyed subject to such retained rights, easements and interests as the Board of Selectmen deems to be in the best interest of the town.

- e. Any easement or other right or interest retained or otherwise acquired by the town in connection with a disposal under this Section shall itself thereafter be treated for purposes of this Section as an interest in real estate designated as open space.

- 4. Any funds received from such conveyance should be applied to the town's Open-Space Fund.

Public Hearing Date: _____

Adopted: _____

Filed with the Town Clerk: _____

Attest:

Town Clerk



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** EMPG Application – FY2015

2. **Date of submission:** January 21, 2016

3. **Date of Board Meeting:** January 25, 2016

4. **Individual or Entity making the submission:**
Kevin Kowalski – Emergency Management Director

5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:

Approve submission of Emergency Management Performance Grant Application for FY2015

6. **Summary of Submission:**
This is an annual request.

7. **Financial Impact:**
\$11,812.00 Grant

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:

EMPG Application



E.MERGENCY M.ANAGEMENT P.PERFORMANCE G.RANT

**FFY 2015 APPLICATION
Due: February 1, 2016**



State of Connecticut

**Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security**

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COMPLETION AID FOR GRANTEE

The following forms are necessary for the timely completion of this document. Please use this aid to ensure all documents are included in your submission. A detailed checklist is available in the 2015 EMPG Manual.

- Section B: Application Information and Data Sheet
- Section C: Municipal Resolution
- Section D: EMPG Financial Tool Budget Tab
- Section E: Master Staffing Pattern
- Section F: NEMA Survey attached (Optional)
- Job Descriptions have been attached if applicable (Available on website)

DEMHS REGIONAL CONTACT INFO

For assistance filling out this application please contact your DEMHS Regional Coordinator.

Region 1	Robert Kenny Regional Coordinator	149 Prospect Street, Bridgeport, CT 06601 Phone: 203.696.2640 Fax: 203.334.1560 Email: Robert.Kenny@ct.gov
Region 2	John Field Regional Coordinator	1111 Country Club Road, Middletown, CT 06457 Phone: 860.685.8105 Fax: 860.685.8366 Email: John.Field@ct.gov
Region 3	Thomas Gavaghan Regional Coordinator	360 Broad Street, Hartford CT, 06105 Phone: 860.529.6893 Fax: 860.257.4621 Email: Thomas.Gavaghan@ct.gov
Region 4	Michael Caplet Regional Coordinator	15-B Old Hartford Road, Colchester, CT 06451 Phone: 860.465.5460 Fax: 860.465.5464 Email: Mike.Caplet@ct.gov
Region 5	Thomas Vannini Regional Coordinator	55 West Main Street, Suite 300 Box 4 Waterbury, CT 06702 Phone: 203.591.3500 Fax: 203.591.3529 Email: Thomas.Vannini@ct.gov

SECTION A. APPLICATION INSTRUCTIONS

Below are brief instructions for filling out each application form. Please fill out these forms completely and accurately. Please be reminded that all signatures are required to be original on this document. Please **sign** or **initial** where you see the following tabs:



1. **Manual:** Please print and review the 2015 EMPG Manual (<http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692>). The Subgrantee is responsible for the information contained in this document. More complete instructions are available in this document.
2. **Section B: Applicant Information and Datasheet:** Please fill out boxes 1-16 with the necessary information.
3. **Section C: Municipal Resolution:** Please provide a municipal resolution to grant the Chief Executive Officer the authority to sign the EMPG application package on behalf of the municipality. For more information on resolution specifics please reference the 2015 EMPG Manual.
4. **Section D: EMPG FINANCIAL TOOL-Budget Preparation:** Fill in your budget request for the performance period of 10/1/15-9/30/16 in the 2015 EMPG SLA Financial Tool. Please submit this budget electronically to your DEMHS Regional Office for review upon submittal of the application. Please consult the 2015 EMPG Manual for any additional forms.
5. **Section E: Master Staffing Pattern:** Complete the Master Staffing Form and provide training certificates or transcripts if available. If you are unsure of your training completion level please contact your DEMHS Regional Coordinator.
6. **Additional Forms:** Please review the remaining list of forms available on our website at <http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692> to determine if any of these forms will be needed for your application:

Emergency Management Director Job Description – Use this form if you have hired a new Emergency Management Director.

Emergency Management Deputy Director Job Description – Use this form if you have hired a new Emergency Management Deputy Director.

Emergency Management Support Staff Job Description – Use this form if you have hired new Emergency Management Support Staff (e.g. Clerical).

Request for Transcripts from EMI – Use this form to request a transcript of the courses you have completed through FEMA and/or the Emergency Management Institute (EMI).

Once all of the necessary forms are filled out and signed, complete the application by signing and dating the Applicant Information and Data Sheet. Attach the Budget and all other forms and submit the Application Package to your DEMHS Regional Office.

SECTION B. EMPG APPLICATION INFORMATION AND DATA SHEET

Additional copies of this kit are available on our website at <http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692>.

Mail Completed Applications To: DEMHS Regional Coordinator (See Section A of this application for contact information)	SPCP Unit Use Only
--	---------------------------

1. Name of Municipality or Agency Applying for Subgrant: Town Of Simsbury	2. Period of Award for this Subgrant: 10/1/15 – 9/30/16
3. Emergency Management Director Name & Address Name: Kevin Kowalski Title: EMD Organization: Town Of Simsbury Address Line 1: 933 Hopmeadow st Address Line 2: City/State/Zip: Simsbury ,Ct 06070 Phone: 860-658-1971 Fax: 860-658-5611 E-mail: kkowalski@simsburyfd.org	4. Official Authorized to Sign for the Applicant: Name: Lisa heavner Title: First Selectman Organization: Town Of Simsbury Address Line 1: 933 Hopmeadow st Address Line 2: City/State/Zip: Simsbury , CT 06070 Phone: 860-658-3200 Fax: E-mail:
5. Municipal/Agency Financial Officer Name: Joseph Mancini Title: Finance Director Organization: Town Of Simsbury Address Line 1: 933 Hopmeadow st. Address Line 2: City/State/Zip: Simsbury CT 06070 Phone: 860-658-3200 Fax: E-mail:	6. Fiscal Point of Contact: (If Different than Financial Officer) Name: Title: Organization: Address Line 1: Address Line 2: City/State/Zip: Phone: Fax: E-mail:
7. Applicant FEIN: 066002085	8. Applicant DUNS #: 0606/0262
9. Applicant Fiscal Year End: June 30,2016	10. Date of Last Audit: 9/15/2015
11. Dates Covered by Last Audit: 7/1/14 to 6/30/16	12. Date of Next Audit: 9/15/2016
13. Dates to be Covered by Next Audit: 7/1/15 to 6/30/16	

Please note that the information required for boxes 9 through 13 refers to the sub-grantee's audit cycle.

FEDERAL AUDIT AND DEBARMENT REQUIREMENT CERTIFICATION

14. ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regard to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

Initial to indicate that this requirement has been read and understood: _____ INITIAL

15. ACKNOWLEDGEMENT OF DEBARMENT REQUIREMENTS:

- The sub-grantee will confirm the eligibility status (via Sam.gov) of all vendors/contractors that the sub-grantee pays with EMPG SLA funds. The subgrantee will confirm that the vendors/contractors do not appear on the SAM's Exclusion List of federally debarred or suspended vendors.

Initial to indicate that this requirement has been read and understood: _____ INITIAL

16. I, the undersigned, for and on behalf of the named municipality, state agency, or regional planning organization, do herewith apply for this subgrant, attest that, to the best of my knowledge, the statements made herein are true, and agree to any general or special grant conditions attached to this grant application form. SIGN & DATE

Authorized Signatory: X _____ Date: _____

SECTION C. AUTHORIZING RESOLUTION

AUTHORIZING RESOLUTION OF THE

(Insert name of governing body--for example, town council)

CERTIFICATION:

I, _____, the _____ of _____,
(keeper of the records—for ex. town clerk or secretary of council)

do hereby certify that the following is a true and correct copy of a resolution adopted by
_____ at its duly called and held meeting on _____, 20____,
(name of governing body) *(Month, Day)*

at which a quorum was present and acting throughout, and that the resolution has not been modified,
rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the _____ may enter into with and deliver
(name of governing body)

to the State of Connecticut Department of Emergency Services and Public Protection, Division of
Emergency Management and Homeland Security, any and all documents which it deems to be
necessary or appropriate; and

FURTHER RESOLVED, that _____, as _____ of
(name and title of officer)

(Name of governing body)

is authorized and directed to execute and deliver any and all documents on behalf of the

(name of governing body)

and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry
out the terms of such documents.

The undersigned further certifies that _____
(name of officer)

now holds the office of _____ and that he/she has held that office since
_____.

IN WITNESS WHEREOF: The undersigned has executed this certificate this _____ day of

_____ 20 _____

(Name and title of record keeper)



The Chief Executive Officer has not changed since the
previous resolution was authorized on _____
(Date)

SECTION D. EMPG SLA FINANCIAL TOOL-BUDGET

Please Note: Applications will not be reviewed without the submittal of the EMPG Financial Tool “Application Budget” tabs.

Fill out the Application Budget portion of the tool by filling out the teal boxes for the following:

1. Award Amounts:

Per Capita Award: This amount is based on your town’s population as listed in the State Register and Manual.

Sub grant Allocation: This totals as you fill in the categories below.

2. Enter Categories:

- **Personnel-** Enter the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff.
- **Organization-** Enter the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.
- **Equipment-** Enter the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.
- **In kind-** Enter the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match.
- **All other-** Enter the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.
- **Unallocated** – This is the remaining balance of funding that you have not yet allocated to a particular category.

EMPG Subgrant Budget (Fill In Green Cells Only)	
PER CAPITA AWARD	
Total:	\$147,216.00
Federal Per Capita Share ¹ :	\$73,608.00
Local Match ² :	\$73,608.00
SUBGRANT ALLOCATION	
Total:	\$0.00
Federal Per Capita Share ¹ :	\$0.00
Local Match (Includes In-Kind) ² :	\$0.00
Personnel:	\$0.00
<i>Allocate (Enter) the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff. If claiming fringe, please provide a fringe benefits letter from the Municipal Finance Director.</i>	
Organization:	\$0.00
<i>Allocate (Enter) the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.</i>	
Equipment:	\$0.00
<i>Allocate (Enter) the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.</i>	
In-Kind:	\$0.00
<i>Allocate (Enter) the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match. For a volunteer time form please visit the DEMHS website at http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692</i>	
All Other:	\$0.00
<i>Allocate (Enter) the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.</i>	
Unallocated:	\$73,608.00

Section E. EMPG Master Staffing Pattern and Training History

The purpose of this form is to collect information regarding employees who will be funded under the Emergency Management Performance Grant.
Instructions: Please fill out the following EMPG Master Staffing Pattern for all employees to be funded by EMPG funding.

Name	Position	Required Training Courses											
		IS-100	IS- 120a*	IS 200.b	IS-230*	IS-235*	IS-240*	IS-241*	IS-242*	IS-244*	IS-700	IS-800	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>							
Kevin Kowalski	EMD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If an employee funded by EMPG has yet to complete the **Required FEMA IS courses** please complete the missing courses and submit your training certificate to your Division of Emergency Management and Homeland Security (DEMHS) Regional Office. Transcripts Request Forms are available on our website.

** Denotes new FEMA EMI Professional Development Series training requirements added for the 2015 application period.*

SECTION F. NEMA QUESTIONNAIRE

Each year the Division of Emergency Management and Homeland Security (DEMHS) fills out a survey from the National Emergency Management Association (NEMA). The purpose of the survey is to justify the funding we receive under the Emergency Management Performance Grant (EMPG).

To help us in filling out the survey for FY 2016, DEMHS is asking our EMPG participating towns to answer a few brief questions. Your answers will assist NEMA in justifying continued funding of the EMPG program to congress.

1. What is your total emergency management budget: \$ 15,000.00 *Plus 23624.00 salary*
Please provide your total budget even if these costs exceed your EMPG allocation.

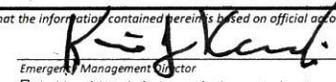
2. Is your Emergency Management Director?:
(Check One)
 - Full-Time
 - Part-Time
 - Volunteer

3. Which official (if any) has the authority to issue a mandatory evacuation order?:
(Check One)
 - Mayor
 - First Selectman
 - Town Manager
 - Other

4. Are there penalties for citizens that disobey mandatory evacuation orders?:
(Check all that apply)
 - Removal by force
 - Ticketing
 - Fines
 - Arrest
 - Removal of children under the age of consent
 - No penalties

5. For those penalties identified in question #4, are these penalties misdemeanors or felonies? (Check all that apply)
 - Misdemeanor
 - Felony
 - Both
 - Not specified
 - Other (Please specify) _____
 - Not Applicable – No Penalties

6. Has your municipality cut your emergency management program (regardless of whether you use EMPG funding) because of economic conditions?
(Check One)
 - Yes
 - No

EMPG Subgrant Budget (Fill In Green Cells Only)		Fiscal Year	2016	Sub-grantee Name:	Town of Simsbury	Sub-Grant Number:	015E128A	QUARTERLY FINANCIAL REPORT /CLOSEOUT REPORT						
PER CAPITA AWARD		COST AND PAYMENT INFORMATION						All cells in this report will automatically total your figures based on the entries provided in Sections I and II.						
Total:	\$23,624.00	DATE PREPARED	1/15/2015	PERIOD COVERED FROM	10/1/2014	THROUGH	12/31/2014	FEDERAL FISCAL QUARTER	FIRST	All cells in this report will automatically total your figures based on the entries provided in Sections I and II.				
Federal Per Capita Share ¹ :	\$11,812.00	ALL DIRECT COSTS PERSONNEL EQUIPMENT ETC.		FEDERAL SHARE Direct Costs @ 50% In-Kind Costs @ 33 1/3%		ATTACH COPY OF CHECK OR PAID RECEIPT		DATE OF PAYMENT		THIS QUARTERS OUTLAYS	CUMULATIVE OUTLAYS	ALLOCATION BALANCE	FISCAL USE ONLY % OF BUDGET	
Local Match ² :	\$11,812.00	Line Item Descriptions (Required) Please Provide a 1-line Description of the Item Being Requested for Reimbursement												
SUBGRANT ALLOCATION														
Total:	\$23,624.00													
Federal Per Capita Share ¹ :	\$11,812.00													
Local Match (Includes In-Kind) ² :	\$11,812.00													
Personnel:	\$23,624.00	Personnel Costs & Benefits (Includes Planning, Training and Exercises)	100.00%	50.00%										
Allocate (Enter) the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff. If claiming fringe, please provide a fringe benefits letter from the Municipal Finance Director.		Kevin Kowalski- EMD salary												
Total:		Total:												
Organization:	\$0.00		100.00%	50.00%										
Allocate (Enter) the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.														
Total:		Total:												
Equipment:	\$0.00	Equipment Costs (IT, Radios, Computers Printers Etc.)	100.00%	50.00%										
Allocate (Enter) the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.														
Total:		Total:												
In-Kind:	\$0.00	All In-Kind Costs (Volunteers, Donated New Equipment)	100.00%	33 - 1/3%										
Allocate (Enter) the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match. For a volunteer time form please visit the DEMHS website at http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692		Enter Total Hours Here: Enter Total Hours Here:												
Total:		Total:												
All Other:	\$0.00	All other Costs (Travel, Training, Mileage, Meetings, EOC Activations, Emergency Responses, etc.)	100.00%	50.00%										
Allocate (Enter) the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.														
Total:		Total:												
Unallocated:	\$0.00	TOTAL QUARTERLY AMOUNT EXPENDED (100%):		TOTAL REIMBURSEMENT REQUEST		MATCH FUNDING GRAND TOTAL:								
		FOR GRANTS/FISCAL USE ONLY:												
CORRECTIONS:		ACTION REQUIRED:												
1		1												
2		2												
3		3												
4		4												
5		5												
Certification: I hereby certify that the information contained herein is based on official accounting records, and that project outlays shown have been made in accordance with applicable grant terms and conditions, and that documentation is available to support these project outlays.														
Signature: 		Date: 1/20/2016		Signature: _____		Date: _____								
Emergency Management Director				Chief Elected Official										
<input type="checkbox"/> Check here if this is the final request for the current subgrant.														
Signature: _____		Date: _____		Signature: _____		Date: _____								
Financial Officer of Record in charge of Sub-Grant				Regional Coordinator										
Initial: _____		Confirm the statement below by initialing:												
The Grantee has confirmed the eligibility status (via Sam.gov) of all vendors/contractors included in this reimbursement. The vendors and contractors do not appear on the SAM's Exclusion List.														

¹ Please do not exceed the total Federal Share of your award. ² In-Kind Service Require Double the Match.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation
2. **Date of submission:** January 12, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission:** Barbara L. O'Connor, 39 Joshua Drive, West Simsbury
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen: Accepts the resignation of Barbara L. O'Connor from the Tourism Committee.
6. **Summary of Submission:**
Resignation: Barbara L. O'Connor, Member
Board: Tourism Committee
Party: D
Effective: January 8, 2016
Term of Office: 12/2/2013 to 12/7/2015
7. **Financial Impact:** None
8. **Description of documents included with submission:**
The following documents are included with this submission and attached hereto:

Letter of resignation

39 Joshua Drive
West Simsbury, CT 06092

January 8, 2016

Town Clerk Carolyn Keily
Town of Simsbury
933 Hopmeadow Street
Simsbury, CT 06070



Re: Membership on Tourism Committee

I am resigning from the Simsbury Tourism Committee.

It has been an honor and a privilege to work with the dedicated volunteers who have done so much to promote our beautiful town.

Sincerely,

Barbara L. O'Connor

Cc: Lisa Heavner, Dominique Avery, Joyce Howard



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation
2. **Date of submission:** January 12, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission:** Jacqueline (Jackie) Battos, 15 August Road, Simsbury
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen: Accepts the resignation of Jackie Battos as an Alternate member from the Zoning Commission.
6. **Summary of Submission:**
Resignation: Jackie Battos, Alternate Member
Board: Zoning Commission
Party: R
Effective: January 12, 2016
Term of Office: 12/7/2015 to 12/2/2019
7. **Financial Impact:** None
8. **Description of documents included with submission:**
The following documents are included with this submission and attached hereto:

Letter of resignation

Jackie Battos
15 August Road
Simsbury CT 06070

January 12, 2016
Mr. Robert Heagney, Esq
Republican Town Committee Chairman
Republican Town Committee
Simsbury CT 06070



Greetings:

With this letter, I tender my resignation from my elected position as an alternate member of the Zoning Commission for the Town of Simsbury, effective immediately. I understand the Republican Town Committee will nominate a replacement member for the Zoning Commission which person will be recommended to the Board of Selectmen of the Town of Simsbury for approval.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Jackie Battos'.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation
2. **Date of submission:** January 12, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission:** Robert D. Pomeroy, Jr., 9 School House Lane, Simsbury
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen: Accepts the resignation of Robert D. Pomeroy, Jr., as a Regular Member from the Zoning Commission.
6. **Summary of Submission:**
Resignation: Robert D. Pomeroy, Jr., Regular Member
Board: Zoning Commission
Party: R
Effective: Upon appointment of his replacement to the Zoning Commission
Term of Office: 12/2/2013 to 12/4/2017
7. **Financial Impact:** None
8. **Description of documents included with submission:**
The following documents are included with this submission and attached hereto:

Letter of resignation

Robert D. Pomeroy, Jr.
9 School House Lane
Simsbury, CT 06070
860-424-6291

January 6, 2016

Mr. Robert Heagney, Esq
Republican Town Committee Chairman
Republican Town Committee of Simsbury
Simsbury, CT 06070

Greetings:

With this letter I am resigning from my elected position as a regular member of the Zoning Commission for the Town of Simsbury effective upon the approval of my replacement. I understand that the Republican Town Committee will nominate a replacement member for the Zoning Commission which person will be recommended to the Board of Selectman of the Town of Simsbury for approval.

It has been my honor and pleasure to serve the Town of Simsbury as the Chairman of the Zoning Commission.

Regards,





Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Two Nominations
2. **Date of submission:** January 12, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission:** Simsbury Republican Town Committee, Robert Heagney, Chair of SRTC
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:
 1. Appoints Jacqueline S. Battos, 15 August Road, Simsbury, as a Regular Member to the Zoning Commission to fill the seat vacated by Robert M. Pomeroy, Jr. (R).
 2. Appoints Vaughn A. Marecki, 26 Lucy Way, Simsbury, as an Alternate Member to the Zoning Commission to fill the seat vacated by Jacqueline S. Battos (R).
6. **Summary of Submission:**
 1. Appointment: Jacqueline S. Battos, Regular Member
Board: Zoning Commission
Party: R
Effective: January 25, 2016
Term of Office: To complete the term, which began 12/2/2013, until 12/4/2017.
 2. Appointment: Vaughn A. Marecki, Alternate Member
Boards: Zoning Commission
Party: R
Effective: January 25, 2016
Term of Office: To fill the term, which began 12/7/2015, until the next municipal election. (The last two years of the 4-year Alternate term, from 12/4/2017 until 12/2/2019, will become a 2-year vacancy position at the Municipal Election on November 7, 2017.)
7. **Financial Impact:** None
8. **Description of documents included with submission:** None



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Republican Party Nominations
2. **Date of submission:** January 11, 2016
3. **Date of Board Meeting:** January 25, 2016

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

Simsbury Republican Town Committee, Robert Heagney, Chair of SRTC

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

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

Respectfully request approval of the following appointments and reappointments to the Boards and Commissions indicated following the nomination by the Simsbury Republican Town Committee, on Wednesday, January 6th, 2016. Every candidate is a registered Republican except where noted.

Aging and Disability:

Victor Bible III, 15 Alder Road, Simsbury, CT 06070 – Alternate, Re-Appointment, Term Ending 1/1/18, Unaffiliated.

Grace Comeau, 26 Musket Trail, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/20

April Schmidt, 6 Echo Lane, Simsbury, CT 06060 – Regular, Appointment, Term Ending 1/1/19 (Replaces Lynn Vieth).

Building Code Board of Appeals:

JoAnn M. Hogan, 15 Westwood Drive, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/21

Charles A. Warren, Jr. 10 Day Street South, Granby, CT 06090 – Regular, Re-Appointment, Term Ending 1/1/21, Unaffiliated.

Conservation Commission/IW&WA:

Darren P. Cunningham, 199 Farms Village Rd, West Simsbury, 06092 – Regular, Re-Appointment, Term Ending 1/1/20

Andrew S. O'Connor, 39 Joshua Drive, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/20

Craig MacCormac, 26 Lincoln Lane, Simsbury, CT 06070 – Regular, Appointment, Term Ending 1/1/18 (Replaces Pat Spaulding)

Phillip J. Purciello, III, 2 Lionel Drive, Simsbury, CT 06070 – Regular, Appointment, Term Ending 1/1/20

Culture, Parks & Recreation Commission:

Gerald A. Post, 112 Holcomb Street, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/20

Fair Rent Commission:

Madeleine P. Gilkey, 25 Fairview Street, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 11/30/19

Mary N. Turner, 11 Barnard Drive, , Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 11/30/19

Historic District Commission:

Patricia F. Hyyppa, 42 East Weatogue Street, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/21

Insurance Committee:

Paul H. Mikkelson, Jr., 11 Whitcomb Drive, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 12/4/17

Edward F. Sparkowski, 18 Westridge Drive, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 12/4/17

Public Building Committee:

Lucian M. Dragulski, 7 Daniel Lane, West Simsbury, CT 06092 – Regular, Re-Appointment, Term Ending 1/1/20

Mary Lou Patrino, 1 West Street #305, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/20

John J. Salvatore, 6 Tallwood Lane, Weatogue, CT 06089 – Regular, Re-Appointment, Term Ending 1/1/20

Recycling Committee:

Rosemary V. Fusco, 8 Southbridge Court, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 12/4/17

Mary N. Turner, 11 Barnard Drive, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 12/4/17

Tourism Committee:

Joyce R. Howard, 116 Terry's Plain Road, PO Box 423, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 12/4/17

Katherine A. Oakes, 14 Hunting Ridge Drive, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 12/4/17

Richard D. Wagner, Jr, 198 Westledge Road, West Simsbury, CT 06092 – Regular, Re-Appointment, Term Ending 12/4/17

Elizabeth A. Keppel, 1 Cornfield Road, Simsbury, CT 06070 – Regular, Appointment, Term Ending 12/4/17

Water Pollution Control Authority:

Edward J. Kelly, 15 Fox Den Road, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/20

Loren Shoemaker, 6 School House Lane, Simsbury, CT 06070 – Regular, Re-Appointment, Term Ending 1/1/20

6. Summary of Submission:

Simsbury Republican Town Committee requests approval to the office and terms indicated.

7. Financial Impact:

None known

8. Description of documents included with submission:

None



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Democratic Party Nominations
2. **Date of submission:** January 21, 2016
3. **Date of Board Meeting:** January 25, 2016
4. **Individual or Entity making the submission:** Simsbury Democratic Town Committee, Alan Needham, Chair, Nominations Committee, 2 Basswood Lane, Weatogue, CT 06089

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

The Entity making the submission requests that the Board of Selectmen:

Respectfully request approval of the following **re-appointments** to the Boards and Commissions or Committees indicated, following nomination by the Simsbury Democratic Town Committee on 1/20/16. Everyone on this list of nominees is a registered voter enrolled in the Democratic Party.

Clean Energy Task Force – Term ending 12/4/17

-Mark Scully, 29 Notch Rd, Simsbury CT 06070

-Susan Van Kleef, 6 Mallard Circle, Place, Tariffville CT 06081

-Melissa Osborne, 25 Orchard Lane, Simsbury 06070

Insurance Committee– Term Ending 12/4/17

-Peter C. (Chris) Peterson, 20 Longview Dr. Simsbury 06070

Open Space Committee

-Helen K. Peterson (At Large), 20 Longview Dr, Simsbury 06070, Term ending 12/4/17

Recycling Committee – Term Ending 12/4/17

-R. Kingsbury Chase, 39 Woodhaven Dr., Simsbury 06070

-Lori P. Fernand, 15 Camille Lane West Simsbury 06092

-William P. Hantzios, 34 Simsbury Manor Dr., Weatogue 06089

-Alexandra Rice, 90 Laurel Lane, Simsbury 06070

Tourism Committee – Term Ending 12/4/17

-Dominique Avery, 12 Madison Lane, West Simsbury 06092

-Catherine Barnard, 7 Richard Rd, Simsbury 06070

-Patricia Carbone, 126 Hopmeadow St- - Unit #1B, Weatogue 06089

-Paulette Clark, 154 Wolcott Woods, Simsbury 06070

-Diane D. Phillips, 40 Hickory Hill Rd, Simsbury 06070

-Charmaine L. Seavy, 18 Quarry Rd, Simsbury 06070

6. **Summary of Submission:** Simsbury Democratic Town Committee requests approval of the above named individuals to the offices and terms indicated.

7. **Financial Impact:** None known

8. **Description of documents included with submission:**

The following documents are included with this submission and attached hereto:

None



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Technology Task Force Reappointments
2. **Date of submission:** January 19, 2016
3. **Date of Board Meeting:** January 25, 2016

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

Thomas Cooke, Director of Administrative Services

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

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

Approve the reappointments of Harald Bender (U), Lawrence A. DiSciacca (D), Michael T. Doyle (R), Laurel E. Hennebury (D), John W. Jahne (U), Mark A. Orenstein (D), Michael G. Pendergast (R), Jerry P. Queen (D), Ramon W. Rosati (D), William J. Rucci (U), Mahendra B. Shukla (D), Jeremy B. Wallman (U) and Eric J. Zemantis to the Technology Task Force with an expiration date of December 4, 2017.

6. **Summary of Submission:**

Reappoint Technology Task Force members for 2015-2017 Board of Selectmen term.

7. **Financial Impact:**

None

8. **Description of documents included with submission:**

None

CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:03 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Lisa Heavner; Board members Michael Paine, Sean Askham, Christopher Kelly, Elaine Lang and Cheryl Cook. Others in attendance included: State Senator Kevin Witkos, State Representative John Hampton, Tom Roy, Director of Public Works; Gerry Toner, Director of Culture, Parks and Recreation; Joseph Mancini, Director of Finance, David Ryan, Simsbury PAC, Inc. Thomas Cooke, Director of Administrative Services, and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Robert Kalechman, 971 Hopmeadow Street, spoke about a point of order being made at the last Board meeting, Roberts Rules of order, personal attacks on residents, the proposed ticket booth at the Performing Arts Center, and other items.

Joan Coe, 26 Whitcomb Drive, responded to Mr. Mitchell’s speech from the last meeting, zoning violations, the Senior Center, and change in form of government, and other items.

PRESENTATIONS

- **Simsbury Public Library Strategic Planning**

David Blume, Trustee of the Simsbury Public Library, said their purpose was to inform everyone about a strategic planning process in Library development. They are required, by law, to develop a five year strategic planning. Their current plan runs out in 2016. Mr. Blume said the new plan will be used as a guide in terms of direction and to annually monitor against the plan.

Gail Ryan said the plan will be developed by a committee of between 9-15 members, including staff, Library management, Friends of the Library. They would like someone from the Board of Selectmen, Simsbury Schools, a senior, a parent, someone from the business community, from a community organization, a teenage, and Library patrons.

Mr. Blume said the Committee will start by asking for aspirations of the community and then seeing what the Library can do. They will also be utilizing the Town survey. This process will take 2-3 months. He gave the Board a handout of questions they will be asking residents. The final plan will be approved by the full Library Trustees.

- **Budget Update – Joseph Mancini, Director of Finance**

Mr. Mancini said the 2015 audits will be issued later this week. He said the revenue side was favorable by \$880,000. Expenses total was 600,000, for a change in the fund balance to equal \$280,000.

Mr. Mancini said 2016 is looking for favorable with revenue about \$1,345,000. The early projected fund balance would be \$1,155,000 for 2016.

Mr. Mancini said currently the State is expected to provide the Town with an additional \$1,214,000 in fiscal year 2017. There should also be grand list growth of 80%.

Ms. Heavner asked that Mr. Mancini give the Board monthly updates.

- **Shared Solar in Simsbury – Clean Energy Task Force**

Mr. Roy gave a power-point presentation on the Shared Solar project for Simsbury. He said this is just a concept tonight. He said this is different than solar project of a few years ago where people ended up finding out that their property wasn't compatible.

Mr. Roy said shared solar is a much larger site with a bigger mega-watt. Residents then purchase shares of this site. There is potential revenue for the Town if done on Town property. This has been very successful in other States as well.

Mr. Roy said they are looking for some pilot programs under CT Public Act 15-113 and he will have more information in late January or early February.

Mr. Roy said they would be sending out a RFP after reviewing it with a consultant & the Clean Energy Task Force after finding a few potential sites. There would be a Selection Committee and they would come back before the Board of Selectmen for approval. Then there would need to be a letter of intent, with certain conditions, to move the project further.

Mr. Roy said the potential sites are the landfill and the East Side of the Barndoor Triangle.

Ms. Heavner and the Board feel this is a good idea. After some discussion, Mr. Roy said he will continue to give the Board further updates.

Mr. Askham made a motion to amend the agenda to include action item g) to discuss and possibly take action on a request to purchase a golf course fairway mower. Mr. Paine seconded the motion. All were in favor and the motion passed.

FIRST SELECTMAN’SREPORT

Ms. Heavner congratulated the Library Board and staff, Board of Trustees, and Public Works, and Engineering on the opening of the teen space at the Library.

Ms. Heavner also thanked them for holding story time at the Public Works Facility las week. A great time was had by everyone.

Ms. Heavner said the State of Connecticut’s Department of Administrative Services will be conducting a workshop to help small businesses receive their State certifications as “small businesses.” This will be held in the Simsbury Public Library’s Programming Room from 4:30 – 6:30 p.m. on January 28, 2016. This will be a free event, but everyone will need to register with the Chamber of Commerce at 860-651-7307. If you have any questions about the event, please contact the Department of Administrative Services Supplier Diversity Program at 860-713-5228.

She thanked the State of Connecticut Department of Administrative Services Supplier Diversity Program, the Town of Simsbury, the Simsbury Public Library, the Simsbury Chamber of Commerce, Simsbury Main Street Partnership, Representative John Hampton and Senator Kevin Witkos.

Ms. Heavner invited everyone to check-out the new Town of Simsbury’s website. She said it is now much easier to read and access information. She thanked Rick Bazzano, Sean Kimball, Main Street Partnership, Town staff, and Economic Development Task Force, and residents who gave thoughtful input and suggestions.

Ms. Heavner thanked everyone who helped make this year’s Simsbury Celebrates a big success. She said this event is organized entirely by volunteers. They are now looking for volunteers to help with this year’s celebration. There will be a meeting at the Simsbury Public Library on Wednesday, January 20th at 6:30 p.m. in Program Room 2. If you can’t make the meeting, but want to help, please contact Taryn Rea at 860-408-4684.

PRESENTATIONS (continued)

- Legislative Update – Senator Kevin Witkos and State Representative John Hampton

Senator Witkos apologized for his tardiness He said going into the next Legislative Session the moto would be “do no harm”. During the past special session only the current budget was discussed. Harm was done to some municipalities, which he said was shameful. Senator Witkos said he and Representative Hampton were advocating for structural changes so this doesn’t continue to happen.

The next session goes from February to May. He said they will soon be getting news about General Electric not wanting to stay in Connecticut. Maybe this will be a wake-up call for the Legislature.

Representative Hampton said it was an epic budget year with a lot of harm being done to States. He said there no reforms to spending caps and no bonding caps. There were also no reforms on State employee’s overtime. He said disabilities and mental health took a very bad hit.

After some discussion, Senator Witkos and Representative Hampton said they would come back after the next session to give the Board a further update.

SELECTMEN ACTION

a) Approve Tax Refunds

Ms. Cook made a motion to approve tax refunds in the amount of \$25,026.38 as requested and approved by the Tax Collector. Mr. Kelly seconded the motion. All were in favor and the motion passed.

b) Refer pursuant to CGS §8-24 Simsbury Meadows Performing Arts Center Office/Ticket Booth Proposal to the Planning Commission

David Ryan said customers, HSO and Premier Concerts have been very concerned about the number of un-ticketed patrons who attend concerts without paying. They are proposing to install a new SMPAC office building placed along the split rail fence. This will include a ticket window(s) with access to the Iron Horse sidewalk. Therefore, they will be able to require a ticket to enter the grounds.

Mr. Ryan said since the Town is the owner of the property, they are requesting that the Board made a CT General Statutes 8-24 referral for this project to the Simsbury Planning Commission.

Mr. Ryan said they are planning to apply for grants and raise money for this project.

Mr. Askham made a motion to refer the Simsbury Meadows Performing Arts Center Office/Ticket Booth proposal to the Planning Commission. Mr. Paine seconded the motion. All were in favor and the motion passed.

c) Approve Public Gathering Permit Applications for 2016 Events

Gerry Toner said the Board has the list of completed applications to secure permission for an event utilizing Town owned property. There are three events that are still pending Zoning Commission approval to serve beer and wine at their events.

Ms. Lang made a motion to approve the Public Gathering Permit Applications as follows:

MS Society Annual Walk	Sunday, April 17
Simsbury Granby Rotary Club River Run	Sunday, April 24
SMPAC – Mainly Marathon	Friday, May 20
Tootin Hills PTO Duck Race – Flower Bridge	Friday, May 20
Strut Your Mutt Dog Park Fundraiser	Saturday, May 21
Simsbury Try-athlon	Sunday, May 22
Party at the PAC **	Friday, May 27
Iron Horse Half-Marathon	Sunday, June 5
SMPAC Summer Solstice Jazzfest **	Friday, June 10 or 24
Talcott Mountain Music Festival **	Fridays, July 1 – July 29
Rain Dates	Saturdays, July 2 – July 30
Valley Car Club Show	Sunday, July 17
Vie for the Kids Race	Saturday, October 1

** Pending Zoning Commission approval to the SMPAC to serve beer and wine at their events.

Ms. Cook seconded the motion. All were in favor and the motion passed.

d) Approve submission of STEAP Grant Application for the Boundless Playground Renovation and Repairs

Ms. Heavner said the Small Town Economic Assistance Program annually funds this grant. This application is for the renovation and repairs to the Boundless Playground located at Simsbury Meadows.

Mr. Toner said the Town has applied for and received money from the STEAP Grants many times before. He said the Boundless Playground was a joint venture between the Town of Simsbury and the Simsbury-Granby Rotary Club and was completed in 2001.

Mr. Toner said the initial application amount was for \$244,790, but feels it should be \$300,000 due to some possible site issues.

Ms. Cook made a motion to approve the submission of a STEAP Grant application, in the amount of \$300,000, for the Boundless Playground renovations and repairs, through the State

of Connecticut Office of Policy and Management. Mr. Askham seconded the motion. All were in favor and the motion passed.

e) Accept donation of \$5,000 from Garrity Asphalt Reclaiming, Inc. for the Keep Simsbury Warm Programs

Mr. Paine made a motion to accept the donation of \$5,000 from Garrity Asphalt Reclaiming, Inc. for the Keep Simsbury Warm Programs with our thanks. Ms. Lang seconded the motion. All were in favor and the motion passed.

f) Approve 2016 Budget Workshop Dates

The Board had a list of possible budget workshop dates of Wednesday, March 2nd; Saturday, March 5th, and additional dates, if necessary, of March 7th and 9th.

After some discussion, this item was tabled due to several conflicts.

g) Approve Purchase of Golf Course Fairway Mower

Mr. Toner said he and Mike Wallace worked on this project. He said in an effort to remedy the deficit facing the Special Revenue Fund, a decision was made to no longer fund the golf course equipment replacement from CNR. Therefore, they have been looking into different alternative methods to purchase/replace equipment.

Mr. Toner said he and Mr. Wallace found two mowers for sale that were coming off leases. The one they are asking for approval on will allow them to use the available funds wisely while maintaining the course at their current standards.

Mr. Askham made a motion to approve the purchase of a golf course fairway mower coming off lease. Mr. Kelly seconded the motion. All were in favor and the motion passed.

OTHER BUSINESS

a) Update on Senior Community Center Project

Ms. Heavner said the architect continues to work on programming and the space needed. She said she hope to have a final report at the next meeting.

APPOINTMENTS AND RESIGNATIONS

a) Acknowledge the resignation of Kevin M. Prell (R) as a regular member of the Planning Commission effective December 16, 2015

Mr. Askham acknowledged the resignation of Kevin M. Prell as a regular member of the Planning Commission effective December 16, 2015. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Aging & Disability Commission

a) Reappoint Lorraine Doonan (D) and Arlene E. Zappile (D) as alternate members of the Aging & Disabilities Commission with an expiration date of January 1, 2018

Mr. Askham made a motion to reappoint Lorraine Doonan and Arlene E. Zappile as alternate members of the Aging & Disabilities Commission with an expiration date of January 1, 2018. Ms. Cook seconded the motion. All were in favor and the motion passed.

b) Reappoint Mona Herman (D) as a regular member of the Aging & Disabilities Commission with an expiration date of January 1, 2020

Mr. Askham made a motion to reappoint Mona Herman as a regular member of the Aging & Disabilities Commission with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

Building Code Board of Appeals

a) Reappoint Richard Cortes (D) and Samuel A. Ziplow (D) as alternate members of the Building Code Board of Appeals with an expiration date of January 1, 2018

Mr. Askham made a motion to reappoint Richard Cortes and Samuel A. Ziplow as alternate members of the Building Code Board of Appeals with an expiration date of January 1, 2018. Ms. Lang seconded the motion. All were in favor and the motion passed.

Conservation Commission / Inland Wetlands Agency

a) Reappoint Donald F. Rieger, Jr. (D) as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020

Mr. Askham made a motion to reappoint Donald F. Rieger, Jr. as a regular member of the Conservation Commission / Inland Wetland Agency with an expiration date of January 1, 2020. Mr. Paine seconded the motion. All were in favor and the motion passed.

Culture, Parks & Recreation Commission

a) Reappoint Dennis J. Fallon (D) and Steven J. Spalla (D) as regular members of the Culture, Parks & Recreation Commission effective January 1, 2020

Mr. Askham made a motion to reappoint Dennis J. Fallon and Steven J. Spalla as regular members of the Culture, Parks & Recreation Commission effective January 1, 2020. Ms. Lang seconded the motion. All were in favor and the motion passed.

Historic District Commission

a) Reappoint Julie P. Carmelich (D) as an alternate member of the Historic District Commission with an expiration date of January 1, 2021

Mr. Askham made a motion to reappoint Julie P. Carmelich as an alternate member of the Historic District Commission with an expiration date of January 1, 2021. Mr. Paine seconded the motion. All were in favor and the motion passed.

Water Pollution Control Authority

a) Reappoint Paul N. Gilmore (D) as a regular member of the Water Pollution Control Authority with an expiration date of January 1, 2020

Mr. Askham made a motion to reappoint Paul N. Gilmore as a regular member of the Water Pollution Control Authority with an expiration date of January 1, 2020. Ms. Lang seconded the motion. All were in favor and the motion passed.

Community for Care Committee

a) Reappoint Cheryl Cook, Candace Brohinsky, Woodrow W. Eddins, Jr., Karen Gallagher, Sarah Gwinn, Richard Holden, Chris Kelly, David Krayeski, Edward J. LaMontagne, Sharon I. Lawson, Marc Lehman, Heather Mudano, Hannah Reynolds, Sally Rieger, Rebecca Rosenthal, Thomas Steen and Judy Sturgis as regular members of the Community for Care Committee with an expiration date of December 4, 2017

Mr. Askham made a motion to reappoint Cheryl Cook, Candace Brohinsky, Woodrow W. Eddins, Jr., Karen Gallagher, Sarah Gwinn, Richard Holden, Chris Kelly, David Krayeski, Edward J. LaMontagne, Sharon I. Lawson, Marc Lehman, Heather Mudano, Hannah Reynolds, Sally Rieger, Rebecca Rosenthal, Thomas Steen and Judy Sturgis as regular members of the Community for Care Committee with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to reconsider the Dennis J. Fallon and Steven J. Spalla Culture, Parks & Recreation appointment. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to appoint Dennis J. Fallon and Steven J. Spalla as regular members of the Culture, Parks & Recreation Commission with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

b) Appoint Nancy Sheetz as a regular member of the Community for Care Committee with an expiration date of December 4, 2017

Mr. Askham made a motion to appoint Nancy Sheetz as a regular member of the Community for Care Committee with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

No action was taken and therefore, the minutes were adopted.

SELECTMEN LIASION AND SUB-COMMITTEE REPORTS

1. Personnel - Approval of Proposed Revisions to Business Resource Center Coordinator Position

Mr. Kelly said this revision was approved by the Personnel Sub-Committee and it did not change the grade or position, just the job responsibilities.

Mr. Kelly made a motion to approve a revised position description for the position of Business Resource Center Coordinator for the Simsbury Public Library. Ms. Cook seconded the motion. All were in favor and the motion passed.

2. Finance – no report at this time.

3. Welfare – no report at this time.

4. Public Safety – no report at this time.

5. Board of Education – Mr. Kelly said the Board of Education will have a proposal on a number of issues, especially on drug prevention tomorrow night. Ms. Heavner said they also have their own website and videos on drug prevention issues.

Ms. Cook said there will be a piece done by Board of Ed employees on policy decisions of the Board of Ed related to addictions.

Ms. Lang said on Thursday, January 14th at 2 p.m. in the Library, there will be a documentary showing with a key note speaker Art Miller on Emit Hill.

Ms. Lang said on January 18th at 2 p.m. at First Church there will be the annual Martin Luther King Celebration. There will be speakers and music.

Mr. Askham said the Long Range Planning Committee has met on financial issues in the further on condos, etc. They are getting more information for the Boards of Finance and Selectmen.

Ms. Heavner said the Open Space Committee will be proposing an ordinance on open spaces in the near future.

Ms. Heavner said the Board of Selectmen Sub-Committee on Finance will be meeting on Friday, January 22nd to discuss insurance.

ADJOURN TO EXECUTIVE SESSION

a) Discuss possible lease or purchase of property for Senior/Community Center including 828 Hopmeadow Street and other property adjacent to the Downtown Area

Mr. Askham made a motion to adjourn to Executive Session with Thomas Cooke, Director of Administrative Services and James Rabbitt, Director of Planning and Community Development in attendance at 7:57 p.m.

Mr. Askham made a motion to adjourn from Executive Session at 8:55 p.m. Ms. Cook seconded the motion. All were in favor and the motion passed.

ADJOURN

Mr. Askham made a motion to adjourn the meeting at 8:55 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

Sincerely,

Kathi Radocchio
Clerk