

# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

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## **SIMSBURY BOARD OF SELECTMEN**

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

**Regular Meeting – February 22, 2016 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC HEARING**

To receive public comment concerning the proposed Amendment to Chapter 21 of the Simsbury Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund, inserting a new Section 21-8 Process and Criteria for Disposition of Open Space Land

### **CLOSE PUBLIC HEARING**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

- Current Projects & Growth in Simsbury – James Rabbitt, Director of Planning

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

### **SELECTMEN ACTION**

- Possible Action on Amendment to Chapter 21 of the Simsbury Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund
- Approve Tax Refunds
- Appoint Sean Kimball as Interim Finance Director and Eric Gomes as Interim Deputy Director of Administrative Services effective March 1, 2016
- Approve expenditure of \$15,000 for replacement of Simsbury Meadows Performing Arts Center Utility Vehicle and refer to the Board of Finance
- Approve 2016 fee schedule for Simsbury Farms Golf Course, Aquatic Facilities and Summer Camp Programs

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

LHeavner@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

- f) Approve the appointment of the following members to the Friends of Simsbury Farms:
  - Sarah Cramer, Thomas Cross, Robert Ellis, Ronald Patterson, and Paul Simeon.
- g) Proposed Amendment to Code of Ordinances: Board of Assessment Appeals
- h) Adopt Resolution for Capitol Region Council of Governments (CRCOG) Application for Regional Performance Grants
- i) Adopt resolution updating Retirement Income Plan to include terms of IBPO Arbitration Award
- j) Approve submission of CT Humanities Council "Quick Grant" Application

**OTHER BUSINESS**

- a) Notification of Number of Voting Tabulators
- b) Update on Senior Community Center Project
- c) Aquarion Environmental Champion Awards Program

**APPOINTMENTS AND RESIGNATIONS**

- a) Acknowledge the resignation of Ronald J. Locandro, Jr. (R) as an alternate member of the Planning Commission effective February 8, 2016
- b) Appoint Ronald J. Locandro, Jr.(R) as a regular member of the Planning Commission with an expiration date of December 4, 2017
- c) Appoint Mark Drake (R) as an alternate member of the Planning Commission with an expiration date of November 7, 2017
- d) Reappoint Kevin Kowalski as Director of Civil Preparedness with an expiration date of December 4, 2017
- e) Reappoint Michael Berry as Assistant Director of Civil Preparedness with an expiration date of December 4, 2017
- f) Reappoint Geoffrey H. Dale (R ), Donald Kipetz (U) and Robert R. Moran (U) as Hearing Officers with an expiration date of December 4, 2017
- g) Reappoint Peter C. Pabich (U) as a member at large of the Business Development Committee with an expiration date of December 4, 2017
- h) Reappoint Paul F. McAlenney (U) and Philip M. Schulz (D) as members at large of the Retirement Plans Sub-Committee with an expiration date of December 4, 2017
- i) Reappoint Robert Beinstein (R) and James A. Ray (U) as regular members of the Clean Energy Task Force with an expiration date of December 4, 2017

- j) Reappoint Carol Miller (R) as a regular member of the Recycling Committee with an expiration date of December 4, 2017
- k) Reappoint Steven S. Mitchell (U) as a regular member of the Tourism Committee with an expiration date of December 4, 2017
- l) Appoint Lucian M. Dragulski (R) as a regular member of the Water Pollution Control Authority with an expiration date of January 1, 2018
- m) Rescind the January 25, 2016 appointment of Elizabeth Keppel (R) to the Tourism Committee
- n) Reappoint Judy Schaefer (D) as a regular member of the Fair Rent Commission with an expiration date of November 30, 2019
- o) Appoint Eric Wellman (D) and Todd Burrick (D) as regular members of the Insurance Committee with an expiration date of December 4, 2017
- p) Appoint David Krayeski (D) and Joy Himmelfarb (D) as regular members of the Tourism Committee with an expiration date of December 4, 2017

## **REVIEW OF MINUTES**

- a) Regular Meeting of January 25, 2016

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

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

## **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  
PUBLIC HEARING NOTICE**

Notice is hereby given that the Board of Selectmen will hold a public hearing on Monday, February 22, 2016 at 6:00 p.m. in the Main Meeting Room of Town Hall, 933 Hopmeadow Street, Simsbury, CT 06070 to receive public comment concerning the proposed Amendment to Chapter 21 of the Simsbury Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund, inserting a new Section 21-8 Process and Criteria for the Disposition of Open Space Land. Copies of the proposed changes can be found on the Town of Simsbury's website, [www.simsbury-ct.gov](http://www.simsbury-ct.gov) on the Board of Selectmen's page. Hard copies are available at the Town Clerk's Office, 933 Hopmeadow Street, Simsbury, CT.

**Public Hearing Date: Monday, February 22, 2016 at 6:00 p.m.**

**TOWN OF SIMSBURY  
PROPOSED ORDINANCE AMENDMENT  
CHAPTER 21, FUND FOR LAND ACQUISITION AND PRESERVATION**

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 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. The failure of the Open Space Committee and/or the Commissions to report within sixty (60) days after the date of official submission of the proposal to it for a report shall be taken as approval of the proposal. In the case of the disapproval of the proposal by the Open Space Committee or either of the Commissions the reasons therefor shall be recorded and transmitted to the Board of Selectmen.

2. The proposed disposition shall be subject to a public hearing before the Board of Selectmen and to review by the Planning and Zoning 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 of 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.

**Martin JoAnn**

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**Subject:** RE: Proposed Ordinance Amendment - Land Acquisition and Preservation

**From:** Bob Decrescenzo [<mailto:BDecrescenzo@uks.com>]  
**Sent:** Friday, February 12, 2016 3:54 PM  
**To:** Shea Jeff  
**Cc:** Heavner Lisa; Cooke Thomas  
**Subject:** RE: Proposed Ordinance Amendment - Land Acquisition and Preservation

This letter should be entered into the record of the public hearing on the amendment to the ordinance.

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**From:** Shea Jeff [<mailto:jshea@simsbury-ct.gov>]  
**Sent:** Thursday, February 11, 2016 9:28 AM  
**To:** Bob Decrescenzo  
**Cc:** Heavner Lisa; Cooke Thomas  
**Subject:** RE: Proposed Ordinance Amendment - Land Acquisition and Preservation

Bob:

I met with representative of the Tariffville Water Company relative to their tank replacement project. The provided to me the attached suggested changes to the ordinance amendment that would provide some relief for their project and other municipal entities. Please review this and see if this is something that could be considered as part of the ordinance amendment. I encouraged them to attend the public hearing on the 22<sup>nd</sup>.

Jeff

Jerome F. Shea  
Town Engineer  
Town of Simsbury  
860-658-3260  
860-658-3205 (fax)

[jshea@simsbury-ct.gov](mailto:jshea@simsbury-ct.gov)

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**From:** Bob Decrescenzo [<mailto:BDecrescenzo@uks.com>]  
**Sent:** Friday, November 13, 2015 3:06 PM  
**To:** Shea Jeff  
**Subject:** RE: Right of Entry document - Tariffville Water: REVISED

This draft includes their suggested edits. Please review and comment. Thanks.

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**From:** Shea Jeff [<mailto:jshea@simsbury-ct.gov>]  
**Sent:** Thursday, November 12, 2015 3:28 PM  
**To:** Bob Decrescenzo; Cooke Thomas  
**Subject:** RE: Right of Entry document - Tariffville Water

Bob:

Yes- they have the information on the easement issue. On the right of entry, I thought it was agreed that this could proceed without DEEP involvement.

Jeff

Jerome F. Shea  
Town Engineer  
Town of Simsbury  
860-658-3260  
860-658-3205 (fax)

[jshea@simsbury-ct.gov](mailto:jshea@simsbury-ct.gov)

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**From:** Bob Decrescenzo [<mailto:BDecrescenzo@uks.com>]  
**Sent:** Thursday, November 12, 2015 3:16 PM  
**To:** Shea Jeff; Cooke Thomas  
**Subject:** RE: Right of Entry document - Tariffville Water

Have we contacted DEEP?

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**From:** Shea Jeff [<mailto:jshea@simsbury-ct.gov>]  
**Sent:** Thursday, November 12, 2015 3:14 PM  
**To:** Cooke Thomas; Bob Decrescenzo  
**Subject:** FW: Right of Entry document - Tariffville Water

Tom / Bob:

I spoke to Kevin Donahue from the Tariffville Water Commission relative to executing the Right of Entry agreement. Attached are corrections to the agreement noted by the TWC (highlighted in yellow) that need final review. I also need to know who is going to coordinate this execution of this agreement and what supporting documents they should provide prior to execution. It appears the actual borings will be completed by a boring contractor under contract with the design consultant for the project. The question as to who provides the insurance certificate and the indemnification required per the agreement need to be determined.

They are anxious to get started on the borings, so any guidance would be appreciated.

Jeff

Jerome F. Shea  
Town Engineer  
Town of Simsbury  
860-658-3260  
860-658-3205 (fax)

[jshea@simsbury-ct.gov](mailto:jshea@simsbury-ct.gov)

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**From:** Kevin Donahue [<mailto:kevindonahue74@gmail.com>]  
**Sent:** Wednesday, November 04, 2015 9:53 AM  
**To:** Shea Jeff  
**Subject:** Right of Entry document

Hi Jeff,

One minor change -  
the third "WHEREAS" clause, the 5<sup>th</sup> line references "Grantee Property" but it should be "Grantor Property".

Thanks,  
Kevin

Kevin M Donahue  
Marketing Professional  
860.712.3250  
[kevindonahue74@gmail.com](mailto:kevindonahue74@gmail.com)  
[Click here for my LinkedIn page](#)

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**Ways in which the**  
**PROPOSED ORDINANCE AMENDMENT**  
**CHAPTER 21, FUND FOR LAND ACQUISITION AND PRESERVATION**

might not adversely affect the **Water Tank Replacement Project of  
Tariffville Water Commission of the Tariffville Fire District**

- 1) Make the effective date of the **PROPOSED ORDINANCE AMENDMENT** after the easements the TWC needs for its project are completed. This would include the following easements:
  - Right of Entry for all purposes necessary for the project
  - Temporary Construction Easement(s)
  - Final Tank and Water Line Right of Way Easement(s)
  - Other needed easements?
- 2) **Exempt any project presented to the Town of Simsbury by a municipal entity in the Town of Simsbury** (e.g. the Tariffville Fire District, Tariffville Water Commission, a “Special Taxing District” created by the CT Legislature) **which was presented to the Town of Simsbury not later than December 31, 2015.**
- 3) **Specifically exempt the Water Tank Replacement Project of the Tariffville Fire District, Tariffville Water Commission, a “Special Taxing District” created by the CT Legislature, which was presented to the Town of Simsbury before December 31, 2015.**

Numbers 2) and 3) would require adding appropriate wording, to be determined, to the existing Proposed Ordinance Amendment.

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February 19, 2016

To the Simsbury Board of Selectmen,

The Board of Finance, at our February 16, 2016 meeting, reviewed the proposed ordinance, regarding a fund for land acquisition and preservation. Although the Board of Finance is sympathetic to the intent of the proposed ordinance, to establish a fund for the stewardship of existing open space owned by the town, we respectfully raise two areas of concern with the language:

First, in paragraph (a), it appears that, as drafted, the ordinance permits the Board of Selectmen to invoke this process whenever it desires to sell "a parcel of town-owned real estate OR any interest designated as open space." We believe your intent is only to use this process for the sale of open space, and not for the sale of other lands. The BOF, pursuant to its statutory duties, does not support using this process for the sale of other lands, such as school property or parks. Therefore, we propose for your consideration that the words "or any interest" be deleted, and replaced with "that is" such that the sentence reads "The following process shall be followed in the event that the Board of Selectmen desires to sell...a parcel of town owned land that is designated as open space."

Second, Section 4 contains the word "should," and although the Board of Selectmen feels the word "should" does not imply a mandate, it appears to imply an intent and obligation that may bind future boards. Although the current Board of Selectman feels that the top priority for use of such funds today may be to apply them to the Open Space fund, it is inappropriate to assume that all future Boards of Selectmen will feel the same. There may be a time when this fund is very well funded while other town priorities are not adequately funded. The Board of Finance respectfully suggests that inserting "may" instead of "should" allows a Board of Selectmen, sitting at the time of a sale, based on the circumstances existing at that time, to make an appropriate policy recommendation to the Board of Finance, regarding the appropriate disposition of the proceeds of a conveyance.

Thank you for your consideration of these concerns and recommendations.

Sincerely,

The Board of Finance: Barbara Petitjean, Chair; Linda Schofield; Vice Chair, Jeff Blumenthal, Moira Wertheimer, Rob Pomeroy, and Kevin Prell.



# 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:** 2-16-2016
3. **Date of Board Meeting:** 2-22-2016
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 **\$ 105,022.71**

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
<b>List 2012</b>					
					\$0.00
					\$0.00
<b>Total 2012</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>List 2013</b>					
Hyundai Lease Titling	13-03-58665	\$101.39	\$3.24		\$104.63
Leavitt Adam A	13-03-60455	\$121.08	\$3.88		\$124.96
Nissan Infiniti LT	13-03-63428	\$970.47	\$31.09		\$1,001.56
					\$0.00
<b>Total 2013</b>		<b>\$1,192.94</b>	<b>\$38.21</b>	<b>\$0.00</b>	<b>\$1,231.15</b>
<b>List 2014</b>					
Bengard Hanns D	14-01-0573	\$139.93			\$139.93
Corelogic - Black	14-01-0687	\$5,727.06			\$5,727.06
Corelogic-Howes Jacquelyn	14-01-1132	\$3,007.09			\$3,007.09
Cavanaugh, Craig P	14-01-1286	\$40.00			\$40.00
Chen Patrick	14-01-1356	\$295.95			\$295.95
Chen Patrick	14-01-1357	\$165.15			\$165.15
Christallo Linda M	14-01-1716	\$143.84			\$143.84
Corelogic-Derungs	14-01-1973	\$1,896.65			\$1,896.65
Corelogic-Dyson Michele	14-01-2233	\$9,689.25			\$9,689.25
Aquarion Water Co of CT	14-01-2337	\$53.46			\$53.46
Forcucci Anna	14-01-2599	\$2,969.23			\$2,969.23
Corelogic-Perevozchikov Oleg	14-01-2640	\$3,442.88			\$3,442.88
Gibeley Stephen	14-01-2869	\$415.00			\$415.00
Grabowski Thomas	14-01-3062	\$20.01			\$20.01
Ryan James	14-01-3208	\$222.21			\$222.21
Haag Michael D	14-01-3231	\$4,918.03			\$4,918.03
Corelogic - Infinity IV LLC	14-01-3722	\$19,367.21	\$620.88		\$19,988.09
Farmington Bank-Kelsey	14-01-4060	\$7,492.49			\$7,492.49
Wells Fargo - Kholod	14-01-4109	\$3,256.91			\$3,256.91
Corelogic-Cole Michele C	14-01-4147	\$2,347.47			\$2,347.47
Kowalski Edward	14-01-4242	\$325.00			\$325.00
Corelogic - Lintner Gerald L	14-01-4641	\$3,301.46			\$3,301.46
McCusker Robert	14-01-5108	\$400.00			\$400.00
Monaco Ralph	14-01-5456	\$6.00			\$6.00
Osborn Kristina D	14-01-5918	\$40.00			\$40.00
Corelogic - Pabich Edward	14-01-5957	\$6,826.74			\$6,826.74
Corelogic-Perrotta Louis M	14-01-6188	\$3,269.53			\$3,269.53
Pirro, David A	14-01-6300	\$212.51			\$212.51
Corelogic-Queen Jerry	14-01-6456	\$3,852.69			\$3,852.69
Corelogic-Reichler Donald	14-01-6566	\$3,638.69			\$3,638.69
Corelogic-Schaeffer John H	14-01-7175	\$3,266.75			\$3,266.75
Sorgio, Thomas L Jr	14-01-7657	\$125.16			\$125.16
Wells Fargo - Sotis	14-01-7663	\$328.85			\$328.85
Stamler Leslie	14-01-7727	\$97.44			\$97.44
Corelogic-Sutkowski	14-01-7883	\$2,665.40			\$2,665.40

Truting Paul G	14-01-8162	\$292.03			\$292.03
Corelogic -Wallman Jeremy	14-01-8359	\$3,487.24			\$3,487.24
Orzechowski Marianne	14-01-8686	\$1,636.07			\$1,636.07
Finished Splinters LLC	14-02-40268	\$291.81			\$291.81
Mahoney, Karen	14-02-40480	\$28.73			\$28.73
McLadden Restaurant Group	14-02-40505	\$219.39			\$219.39
Daimler Trust	14-03-54065	\$350.79	\$11.24		\$362.03
Gyngell Gordon P	14-03-57304	\$75.32	\$2.42		\$77.74
Hyundai Lease Titling	14-03-58568	\$367.75	\$11.79		\$379.54
Lagasse James R	14-03-60068	\$302.35	\$9.69		\$312.04
Lis Michael A	14-03-60760	\$449.52	\$14.41		\$463.93
Nissan Infiniti LT	14-03-63352	\$146.85	\$4.71		\$151.56
Nissan Infiniti LT	14-03-63399	\$856.73	\$27.47		\$884.20
Nissan Infiniti LT	14-03-63400	\$281.37	\$9.02		\$290.39
Nissan Infiniti LT	14-03-63408	\$255.65	\$8.20		\$263.85
Nissan Infiniti LT	14-03-63409	\$73.65	\$2.36		\$76.01
Oken Jeffrey	14-03-63654	\$20.90	\$0.67		\$21.57
Pendergast Kathryn E	14-03-64258	\$51.19	\$1.64		\$52.83
Savino Joseph M	14-03-66276	\$72.76	\$2.33		\$75.09
Ensle, Robert W	14-04-80922	\$149.41			\$149.41
Ladutko Angelina M	14-04-81804	\$156.73	\$5.03		\$161.76
Nadeau Joseph D	14-04-82233	\$67.69			\$67.69
Nadeau Joseph D	14-04-82234	\$168.45			\$168.45
Neagle Christine J	14-04-82251	\$61.35			\$61.35
<b>Total 2014</b>		<b>\$103,829.77</b>	<b>\$731.86</b>	<b>\$0.00</b>	<b>\$104,561.63</b>
<b>TOTAL 2012</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL 2013</b>		<b>\$1,192.94</b>	<b>\$38.21</b>	<b>\$0.00</b>	<b>\$1,231.15</b>
<b>TOTAL 2014</b>		<b>\$103,829.77</b>	<b>\$731.86</b>	<b>\$0.00</b>	<b>\$104,561.63</b>
					<b>\$105,792.78</b>
<b>TOTAL ALL YEARS</b>		<b>\$105,022.71</b>	<b>\$770.07</b>	<b>\$0.00</b>	<b>\$105,792.78</b>



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

**Appointment of Interim Finance Director and Interim  
Deputy Director of Administrative Services**

2. **Date of submission:** February 18, 2016

3. **Date of Board Meeting:** February 22, 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):

Thomas F. Cooke – Director of Administrative Services – [tcooke@simsbury-ct.gov](mailto:tcooke@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:*

Effective March 1, 2016, appoint Sean M. Kimball as Interim Director of Finance/Treasurer at a salary of \$124,200 and Eric Gomes as Interim Deputy Director of Administrative Services at a salary of \$97,000 pending appointment of a new Director of Finance/Treasurer.

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.):

With the resignation of Joseph Mancini as Director of Finance/Treasurer effective March 1, 2016 the Town of Simsbury must appoint an Interim Finance Director not only to maintain the daily financial operations of the Town but to complete the budget process for the FY2016-2017 budget. Sean Kimball previously served in this interim capacity in the

2013-2014 time period. He has worked closely with Mr. Mancini on budget matters and is well-prepared to assume the Finance Director function. The Board of Finance has approved the appointment of Mr. Kimball subject of course to the decision of the Board of Selectmen.

As the Finance Director function is a full-time job, I am simultaneously recommending that Eric Gomes, who serves as the Town's Benefits Coordinator, be moved to the Deputy Director of Administrative Services position on an interim basis to ensure that the Town's risk management and pension system management functions, as well as preparations for collective bargaining with two of the Town's six unions, receive priority attention.

This will leave Mr. Gomes' position open until a successor to Mr. Mancini is in place. The entire Administrative Services team, including the Director of Administrative Services, will share responsibilities to ensure that all critical functions are performed.

In view of the fact that these individuals are being asked to perform responsibilities for more than one position each, the existing salaries for the Director of Finance and Deputy Director of Administrative Services positions are recommended.

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

The Benefits Coordinator position at a salary of \$69,700 will remain vacant during the interim period.

**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:*



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

SMPAC Cushman Utility Vehicle Replacement

2. **Date of submission:**

2/16/2016

3. **Date of Board Meeting:**

2/22/2016

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):

David R. Ryan, Simsbury PAC, Inc.

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 an expenditure of \$ 15,000 to replace the Cushman Utility Vehicle*

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The existing Cushman Utility Vehicle is essential in setting up, operating and tearing down concerts. It is unreliable, and repairs take time. We have asked that it be replaced, and the old one will be kept for backup. We need the redundancy to avoid day of concert emergency situations.

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

The cost of a replacement vehicle is \$ 15,000

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

Joe Mancini has the specs for the needed utility vehicle.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission: 2016 Facility/Camp Fee Recommendations**
2. **Date of submission:** February 3, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**  
  
Gerard G. Toner, Director of Culture, Parks and Recreation
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 the 2016 fee schedules for the Simsbury Farms Golf Course and Aquatic Facilities, as well as the summer camp programs. The fee schedules were recommended unanimously by the Culture, Parks and Recreation Commission at their December 3 (golf course fees) and January 28 (pool and camp fees) meetings.
6. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):

Gerard G. Toner, Director of Culture, Parks and Recreation  
860-408-4682  
gtoner@simsbury-ct.gov

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

tcooke@simsbury-ct.gov  
www.simsbury-ct.gov

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

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Culture, Parks and Recreation Commission addressed the 2016 fee schedules for the Simsbury Farms Golf Course at their December 3 meeting, and for the Aquatic Facilities and Summer Camps at their January 28 meeting.

The process involves the review of annual fee surveys of area public and municipal facilities, as well as review of the past year's usage and projected operational costs for the same facilities.

The recommendations of the Commission are attached.

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:*

Spreadsheets "Simsbury Aquatic/Summer Camp Fees – 2016" and Simsbury Farms Golf Course Annual Fee Schedule.

SIMSBURY FARMS GOLF COURSE ANNUAL FEE SCHEDULE					
					2016
<b>DAILY GREENS FEES</b>	2013	2014	2015		C.P. & R Comm.
<b>RESIDENT</b>				w/surcharge	Recommended
18 hole weekdays	28	29.00	30.00	32.00	32.00
9 hole weekdays	16	17.00	18.00	19.00	19.00
18 hole weekends	31	32.00	32.00	34.00	34.00
9 hole weekends	18.5	19.00	19.00	20.00	20.00
jr./sr. 18 hole weekdays	21	22.00	22.00	24.00	24.00
jr./sr. 9 hole weekdays	12	13.00	14.00	15.00	15.00
<b>NON-RESIDENT</b>					
18 hole weekdays	35	36.00	37.00	39.00	39.00
9 hole weekdays	20	22.00	23.00	24.00	24.00
18 hole weekends	39	40.00	40.00	42.00	42.00
9 hole weekends	23	24.00	24.00	25.00	25.00
Sr. - 18 hole weekdays	27	27.00	28.00	30.00	30.00
Sr. - 9 hole weekdays	17	17.00	18.00	19.00	19.00
Active Military	20/10	20.00/10.00	20.00/10.00	22.00/11.00	22.00/11.00
<b>Weekday Special</b>	39	41.00	42.00	44.00	<b>45.00**</b>
<b>Senior Special</b>	34	36.00	37.00	39.00	<b>40.00 **</b>
<b>Twilight Special (wkday after)</b>	11	12.00	13.00	14.00	14.00
<b>SEASON PASSES</b>					
Adult - unlimited	1050	1,110.00	1,130.00	1230.00	1230.00
Senior Citizen - Limited	550	600.00	600.00	650.00	650.00
Senior Citizen - Unlimited	935	1,000.00	1,020.00	1120.00	1120.00
Junior	400	400.00	400.00	450.00	450.00
Junior - 10 week			220.00	250.00	250.00
Junior - Non-res. 10 week					300.00
Junior - Non-resident	520	1,390.00	450.00	500.00	500.00
Adult - Non-resident	1365	750.00	1,415.00	1515.00	1515.00
Sr. - Non-res. Weekday	715	1,250.00	785.00	835.00	835.00
Sr. - Non-res. Unlimited	1215	50/75	1,285.00	1385.00	1385.00
NR Charge to pay resident fee	45/70		60/90		
<b>CARTS</b>					
18 holes		17.00			<b>18.00</b>
9 holes		10.00			<b>11.00</b>
Sr. 18 holes		15.00			<b>16.00</b>
Sr. 9 holes		9.00			<b>10.00</b>
<b>RANGE BALLS</b>					
Small (30)	4.50	4.50			<b>5.00</b>
Medium (60)	7.50	7.50			<b>8.00</b>
Large (90)	11.00	11.00			<b>12.00</b>
Senior (60)	6.00	6			<b>7.00</b>
					**
					Inc. to surcharge
					gcfees16

AQUATIC/SUMMER CAMP FEES - 2016

<b>ANNUAL RECREATION FEES</b>	2012	2013	2014	2015	2016
<b>SWIMMING</b>					
Season Passes					
Family of 4	105.00/120.00	\$125.00/\$150.00	\$125.00/\$150.00	\$125/\$165	\$125.00/\$165.00
Individual	55.00/65.00	70.00/80.00	70.00/80.00	\$70.00/\$90.00	\$70.00/\$90.00
Additional	25.00/30.00	20.00/30.00	20.00/30.00	20.00	20.00
Senior	30.00/35.00	35.00/40.00	35.00/40.00	35.00	35.00
Non Resident Family of Four	145.00/170.00	190.00/215.00	190.00/215.00	\$175.00/\$230.00	\$175.00/\$230.00
Non Resident Additional	55.00/65.00	65.00/75.00	65.00/75.00	55.00	55.00
Non Resident Senior	55.00/65.00	65.00/75.00	65.00/75.00	55.00	55.00
Session Fees					
Resident	3.00/5.00	3.00/5.00	3.00/5.00	5.00	5.00
Non-resident	4.00/6.00	5.00/7.00	5.00/7.00	7.00	7.00
Discount Card				\$50/\$70 - 11 visits	\$50/\$70 - 11 visits
Learn-to-Swim	\$35.00	40.00/50.00	40.00/50.00	\$40/\$50	\$40/\$50
Swim Team	\$130.00	\$135.00	\$135.00	135.00	135.00
Pool Rental (per 2 hrs.)	\$250.00	\$400.00	\$400.00	425.00	425.00
<b>CAMPS</b>					
Summer Explorers (formerly Stuff to Do)	152.5	155	175	175	175
Jr. Explorers (formerly Koala Kids)	90	90	95	95	95
Awesome Explorers (formerly Awesome Adventure)	\$215.00	250.00	250.00	250.00	250.00
Playground Explorers	145/280/65	160/295/80	160/295/80	170/305/85	170/305/85
1 child season/family season/					



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointment of Board Members to Friends of Simsbury Farms  
501-C-3 Non-Profit Organization
2. **Date of submission:** February 4, 2016
3. **Date of Board Meeting:** February 8, 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):

Gerard G. Toner, Director of Culture, Parks and Recreation

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 the appointment of five board members to the Friends of Simsbury Farms.

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.):

At the January 28 Culture, Parks and Recreation Commission meeting, the Commission unanimously voted to recommend the following for positions on the Board of the Friends

of Simsbury Farms: Sarah Cramer, Thomas Cross, Robert Ellis, Ronald Patterson, and Paul Simeon.

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

NA

**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:*

NA



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Proposed ordinance allowing the Board of Selectmen to appoint an additional member of the Board of Assessment Appeals (BAA), and to allow the selectmen to appoint an alternate to the BAA.

2. **Date of submission:** February 4, 2016

3. **Date of Board Meeting:** February 8, 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):

David Gardner, Assessor

Robert M. DeCrescenzo, Esq., Town Attorney

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:*

To see what action the board will take on holding a public hearing on the proposed BAA 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.): i) Not later than February 15 (February 11) submit a legal notice to run at least 7 days before the February 22, 2016 BOS meeting. ii) Assessor, Town Attorney, Director of Administrative Services iii) See item 7 below iv) The draft ordinance was prepared by town counsel v) A copy of the text used in the assessor's comments before the Charter Revision Commission and his e-mail to the Director of Administrative Services expanding upon the same.

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

The cost of the legal notice for the public hearing and the cost of publication of the ordinance if adopted.

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:*

A copy of the proposed ordinance as drafted by town counsel.

**TOWN OF SIMSBURY  
PROPOSED AMENDMENT  
TO THE SIMSBURY CODE OF ORDINANCES  
*January 21, 2016 Draft***

**BOARD OF ASSESSMENT APPEALS**

**WHEREAS**, the Connecticut General Statutes authorizes municipalities, by ordinance, to appoint alternates to its Board of Assessment Appeals and to appoint additional members to the Board on an annual basis, and

**WHEREAS**, expanding the Board of Assessment Appeals in revaluation years will provide better service to the public of Simsbury.

**NOW, THEREFORE, BE IT ENACTED:**

**Expansion of the Membership of the Simsbury Board of Assessment Appeals**

**Section One.** Alternates to the Board of Assessment Appeals.

The Board of Selectmen may appoint an alternate for each member of the Board of Assessment Appeals. Each alternate member shall be an elector of the Town of Simsbury. When seated, an alternate member shall have all the powers and duties of a member of the Board of Assessment Appeals.

**Section Two.** Additional Regular Members of the Board of Assessment Appeals.

The Board of Selectmen may, upon the request of the Simsbury Board of Assessment Appeals, appoint an additional regular member to the Simsbury Board of Assessment Appeals to serve on the Board for any assessment year.

**Section Three.** Effective Date.

This Ordinance shall take effect on \_\_\_\_\_, 2016.

## Gardner David

---

**From:** Gardner David  
**Sent:** Friday, January 15, 2016 12:10 PM  
**To:** Cooke Thomas  
**Subject:** BAA notes  
**Attachments:** Board of Assessment Appeals\_appeal.docx

<b>Tracking:</b>	<b>Recipient</b>	<b>Read</b>
	Cooke Thomas	Read: 1/19/2016 10:36 AM

Good Afternoon, Tom,

The notes I used for last week's charter revision meeting are attached.

I just want to add, so as not to mislead, that the 2002 and 2007 revaluation appeal caseloads were not typical of the annual volume of appeals.

The 1994 revaluation was before my time, but I believe the volume may have been similar to the 2007 revaluation.

The appeals on the 2012 revaluation list were in the 60's.

A typical year is less than that.

Yours, etc.,

David Gardner

**From:** Mark Wigmore <wigmore.mark@gmail.com>  
**Sent:** Thursday, February 04, 2016 1:41 PM  
**To:** Martin JoAnn; Cooke Thomas  
**Subject:** Re: Board of Assessment Appeals Ordinance

This email is being sent to the Simsbury Board of Selectmen in support of the proposed ordinance regarding the Board of Assessment Appeals ("BAA"). I served on the BAA for 10 years (2001-2011, to the best of my recollection), including 4 as Chairman. During my tenure on the BAA, we had two major property revaluations in town, one in 2002 and the other in 2007. Following those revaluations, the 3-person board was faced with more than 600 appeals in 2003 and approximately half that in 2008. Because the time by which the BAA must hear and resolve appeals is prescribed by state statute, the workload was substantial, particularly in 2003. I recall the three of us meeting every day for more than a month. As two of the board members had full time jobs, we were meeting well into the evening, early in the morning, and ultimately used some vacation days. I understand these are extreme examples, but the proposed ordinance would give the BAA additional flexibility, it would result in a more efficient appeals process for Simsbury residents, and it would provide additional resources to the Assessor's office at times when most needed. I encourage the Board of Selectmen to adopt this ordinance.

Respectfully submitted,

W. Mark Wigmore



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Town of Simsbury Participation in RPIP Grant Submission
2. **Date of submission:** February 17, 2016
3. **Date of Board Meeting:** February 22, 2015
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 F. Cooke – Director of Administrative Services – [tcooke@simsbury-ct.gov](mailto:tcooke@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:*

Adopt the attached Resolution authorizing the Town of Simsbury to join the Capitol Region Council of Governments and participate in a regional application for grants to support the following project proposals:

1. Stop Loss Captive Insurance
2. Anchor Institution and Neighborhood Engagement in TOD – Implementation of Next Steps

**The Resolution must be read into the record.**

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Capitol Region Council of Governments ("CRCOG") has asked its member Towns to adopt the attached resolution identifying two (2) projects to submit to the Office of Policy Management for grant funding. In order to participate in the regional grant application,

the Town of Simsbury must adopt the attached Resolution authorizing such participation. There is no cost to Simsbury associated with participating in the regional grant application.

The first project is intended to create an inter-governmental pool for medical stop loss insurance. This program is designed to reduce health benefit costs for participating self-insured towns and school districts. The RPIP application is to help with start-up costs for this regional program. CREC has been leading this effort and an analysis of data indicates that premiums could be immediately stabilized, enabling members to contain cost, and that real and enduring savings would be realized within a few years of establishment of the captive. These savings would directly impact members' operating budgets. The grant is estimated at \$650,000. While Simsbury has participated in organizational meetings for the proposed inter-governmental pool, it has not committed to participation and can only do so with the approval of the Board of Selectmen. Support for this grant does not constitute a commitment to participate in the underlying project.

The second project seeks funding for a study to identify potential economic development initiatives related to "transit oriented development" in the CTfastrak corridor and accordingly will have no direct impact on the Town of Simsbury. In the past, the Town of Simsbury has supported regional grant applications for the benefit of other towns. As this request could result in a grant of approximately \$200,000 for other CROG towns, it is included in the resolution for your consideration.

A draft resolution is attached hereto and must be read into the record.

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

If Simsbury elects to participate in the stop loss captive insurance project, it will see a direct benefit from the requested 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:*

1. Resolution for Adoption by the Board of Selectmen (including a Resolution of Endorsement for execution by the Town Clerk);

## **CRCOG Support Resolution OPM Regional Performance Incentive Program**

Whereas Section 4-124s as amended by Section 251 and 253 of Public Act 13-247 passed by the Connecticut General Assembly provides statewide incentive grants to regional planning organizations for projects that involve shared services; and

Whereas the Capitol Region Council of Governments is acting as a convener and facilitator of service sharing projects around the CRCOG region; and

Whereas on November 24<sup>th</sup>, 2015 and January 27<sup>th</sup>, 2016 the Policy Board of CRCOG passed resolutions authorizing development and submittal of an application packages to the State Office of Policy and Management for funding under the Regional Performance Incentive Grant Program, on behalf of the Council's member municipalities, and municipalities of other regions, which are participating in Council initiatives; and

Whereas, the Chief Elected Officials and municipal staff of the Capitol Region have developed a list of service sharing project proposals that will be included in this application package, to the benefit of individual municipalities and the region as a whole; and

Whereas the Town of Simsbury has expressed an interest in taking part in the project proposal(s) entitled

1. Stop Loss Captive Insurance
2. Anchor Institution and Neighborhood Engagement in TOD – Implementation of Next Steps

Now, Therefore Be It Resolved that the Simsbury Board of Selectmen does hereby endorse the above referenced Regional Performance Incentive Program project proposal and authorizes the First Selectman to sign all necessary agreements and take all necessary actions to allow for the Town's participation in this program.

## Regional Performance Incentive (RPI) Program

### Resolution of Endorsement and Authorization

(To be completed by the City or Town Clerk)

The Board of Selectmen of the Town of Simsbury convened on February 22, 2016 and adopted a resolution by the vote of \_\_\_\_\_ to \_\_\_\_\_ which endorsed the **Regional Performance Incentive Program** proposal(s) listed below, referenced in Connecticut General Statutes Section 4-124s, (2014 Supplement).

1. Stop Loss Captive Insurance
2. Anchor Institution and Neighborhood Engagement in TOD – Implementation of Next Steps

In addition, the Board of Selectmen has authorized First Selectman Lisa Heavner to act on this endorsement by signing all necessary agreements and take all necessary actions related to this proposal to enter into a binding agreement with the Office of Policy and Management according to terms of the RPI grant program.

Attested to by:

Name: \_\_\_\_\_

Title: \_\_\_\_\_  
(City/Town Clerk)

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



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

**1. Title of submission:**

**Amendment to Town of Simsbury Retirement Income Plan  
to Include IBPO Arbitration Award Changes**

**2. Date of submission:** February 18, 2016

**3. Date of Board Meeting:** February 22, 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):**

Thomas F. Cooke – Director of Administrative Services – [tcooke@simsbury-ct.gov](mailto:tcooke@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:*

Upon the recommendation of counsel, adopt the attached Resolutions amending the Town of Simsbury Retirement Income Plan to include changes as required by the IBPO Arbitration Award.

**The Resolutions must be read into the record.**

**6. Summary of Submission (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):**

The Town of Simsbury's Retirement Income Plan was recently updated to include negotiated changes to the Plan's terms as reflected in collective bargaining agreements negotiated with the Town's several unions. As noted in counsel's letter, only a portion of

the plan changes required by the IBPO Arbitration Award issued on August 19, 2014 were included in the collective bargaining agreement and, as a result, some of the terms were not included in the revision of the Plan document. The amendments as specified have been implemented to date and this does not reflect any change in the current actual administration of the Plan.

**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:*

Resolutions

Amendment No. 1

Letter from Town Retirement Plan Counsel dated January 18, 2016

**RESOLUTIONS TO BE ADOPTED  
BY THE BOARD OF SELECTMEN  
OF THE  
TOWN OF SIMSBURY**

WHEREAS, The Town of Simsbury (the "Town") maintains the Town of Simsbury Retirement Income Plan (the "Retirement Plan") for the benefit of its eligible employees; and

WHEREAS, it is desirable that the Retirement Plan be amended in order to reflect the participant contributions which police officers have been required to make to the Retirement Plan pursuant to the terms of the August 19, 2014 binding arbitration award.

NOW, THEREFORE, BE IT

RESOLVED: That Amendment No. 1 to the Retirement Plan, in the form presented to this meeting, be and hereby is approved and adopted, together with any modifications that are determined by counsel for the Town to be necessary or desirable to effectuate the intention thereof and to comply with the requirements of the Internal Revenue Code of 1986, as amended; and further

RESOLVED: That the First Selectman of the Town or any other officer designated by the First Selectman be, and each of them hereby is, authorized and empowered, for and on behalf of the Town, to execute Amendment No. 1 to the Retirement Plan and to take any and all other actions which may be necessary or desirable to effectuate the intention of the foregoing resolution.

**AMENDMENT NO. 1  
TO THE  
TOWN OF SIMSBURY RETIREMENT INCOME PLAN**

The Town of Simsbury Retirement Income Plan, as amended and restated effective as of July 1, 2015, is hereby amended as follows:

(1) Effective as of July 1, 2014, Article IV of the Plan is amended by deleting Section 4.1(a)(ii) and substituting the following in lieu thereof:

(ii) *Police Officer Employees*

For Division 000 Police Officer Employees	
For the period prior to July 1, 2014	6.00% of Compensation
For the period on and after July 1, 2014 and prior to July 1, 2016	7.00% of Compensation
For the period on and after July 1, 2016	8.00% of Compensation

For Division 001 Police Officer Employees	3.00% of Compensation
---	-----------------------

Participant Contributions are not required after a Division 000 Police Officer Employee completes twenty-five (25) Years of Credited Service.

Participant Contributions are not required after a Division 001 Police Officer Employee completes thirty-five (35) Years of Credited Service.

Participant Contributions are not required after the Participant reaches his or her Normal Retirement Date.

(2) All section numbers and cross references thereto are appropriately amended to effectuate the intention of the foregoing amendment.

Dated this                      day of                      , 20   . .

Witness:

TOWN OF SIMSBURY, CONNECTICUT

\_\_\_\_\_

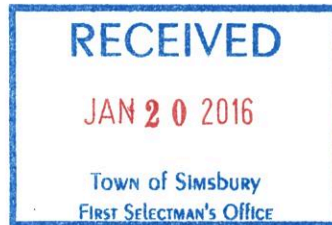
By \_\_\_\_\_

Title:



REID AND RIEGE, P.C.

COUNSELLORS AT LAW



JOHN V. GALIETTE  
ATTORNEY

ONE FINANCIAL PLAZA  
HARTFORD, CT 06103  
Phone: (860) 240-1009  
Cell: (860) 989-1279  
Fax: (860) 240-1002  
jgaliette@rrlawpc.com  
www.rrlawpc.com

January 18, 2016  
VIA E-MAIL AND BY MAIL

Mr. Sean Kimball  
Deputy Director of Administrative Services  
Town of Simsbury  
933 Hopmeadow Street  
P.O. Box 495  
Simsbury, CT 06070

Re: Town of Simsbury Retirement Income Plan – Police Officers Arbitration Award

Dear Sean:

This letter is in response to your e-mail of January 14, 2016 concerning the Town of Simsbury Retirement Income Plan (the “Plan”) and the binding arbitration award relating to the police officers of the Town of Simsbury (the “Town”).

According to the terms of the binding arbitration award issued on August 19, 2014, the following changes were made with respect to the participation of the Town’s police officers in the Plan:

- (a) Effective as of July 1, 2014, a police officer’s compensation for purposes of the Plan was increased from 106% to 110% of his or her annual rate of base pay.
- (b) A police officer’s contributions to the Plan were increased from 6% to 7% of compensation effective as of July 1, 2014, and will increase from 7% to 8% of compensation effective as of July 1, 2016.

Article 23 of the collective bargaining agreement between the Town and the police officers’ union that is dated March 5, 2015 and that is posted on the Town’s website reflects the increase in a police officer’s compensation from 106% to 110% of his or her annual rate of base pay. However, this collective bargaining agreement does not reflect the increase in the amount of a police officer’s contributions to the Plan.

Because the increase in a police officer’s compensation from 106% to 110% of his or her annual rate of base pay was reflected in the collective bargaining agreement, the amendment and restatement of the Plan that was adopted on September 29, 2015 incorporates this change. *See*

Mr. Sean Kimball  
January 18, 2016  
Page 2

Article II of the Plan, definition of "Compensation", subsection (a). However, because the increase in the amount of police officer contributions was not reflected in the collective bargaining agreement, it was not included in the amendment and restatement of the Plan.

Therefore, I have prepared the attached amendment to the Plan. This amendment incorporates into the Plan the increase in the amount of contributions that police officers are required to make to the Plan. In order to adopt this amendment, the following steps must be undertaken:

- (a) *Resolutions to be adopted by the Board of Selectmen* – The Board of Selectman of the Town must adopt the enclosed resolutions at a duly-called meeting.
- (b) *Amendment No. 1 to the Plan* – This amendment must be executed by an officer of the Town in the presence of a witness, and the date of execution must be inserted.

Once Amendment No. 1 to the Plan has been executed, I would appreciate your forwarding a copy of it to me for my file.

Please call me should you have any questions relating to any of the matters discussed above.

Very truly yours,  
REID and RIEGE, P.C.

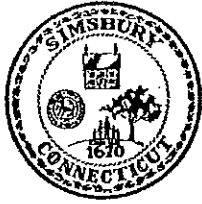


John V. Galiette

JVG:hs

Enclosures

cc: Mr. Thomas Cooke (w/encs)  
Ms. Becky Sielman (w/encs)



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Simsbury Public Library Grant Approval Request
2. **Date of submission:** February 10, 2016
3. **Date of Board Meeting:** February 22, 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):  
  
Joan Nagy, Reference Librarian, Simsbury Public Library, 860-658-7663 x2112,  
jnagy@libraryconnection.info
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 an application for a grant to CT Humanities Council.
6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Simsbury Public Library wishes to submit a CT Humanities Council "Quick Grant" on "Simsbury and the Early Environmental Movement" with a submission deadline of March 1, 2016. We will be asking CT Humanities for \$1,125 to help cover the cost of a series of programs beginning June 4 and culminating with CT Open House Day events on June 11. There is no financial exposure/commitment of the Town of Simsbury (see #7). The

only legal document from the town is a waiver for the walking tour of the McLean Game Refuge.

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

There is no financial impact. Matching Funds are covered by Friends of the Simsbury Public Library. The Library is leveraging staff salary for time spent doing program promotion, evaluating, and completing and submitting post-grant reporting to CT Humanities. The Simsbury 1820 House is contributing lodging for a presenter and Steven Paine is donating his time for the McLean walking tour as in-kind contributions.

**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:*

**Grant application** is not in its final form yet because we are asking the Board of Selectmen for approval to apply.

**Waiver Form for McLean Game Refuge**

# cthumanities

## QUICK GRANTS

### PART 2: APPLICATION MATERIALS

- 2.1 APPLICATION COVER AND CERTIFICATION
- 2.2 PROJECT NARRATIVE
- 2.3 PRESENTER, CONSULTANT, AND PROJECT TEAM RESPONSIBILITIES & QUALIFICATIONS

## 2.1 APPLICATION COVER AND CERTIFICATION PAGE

CTH Project # <i>(assigned by CTH)</i>
--

PROJECT TITLE Simsbury and the History of Land Conservation

APPLICANT ORGANIZATION Simsbury Public Library

CTH FUNDS REQUESTED \$1125 *(Total must match Grant Budget worksheet total—form available on CTH website)*

GRANT PERIOD *Note: All Quick Grant periods are six (6) months in duration, beginning on the first day of the month following application submission. All CTH funded activities must occur and be completed within the Quick Grant (6) month period. No extensions are allowed.*

**AUTHORIZING SIGNATORY** (NOTE: IF FUNDED, THE AUTHORIZING SIGNATORY IS THE PERSON AUTHORIZED TO SIGN A GRANT CONTRACT)

NAME Lisa Heavner

TITLE First Selectman

ORGANIZATION NAME Town of Simsbury

MAILING ADDRESS 933 Hopmeadow St.

CITY Simsbury STATE CT ZIP+4 06070-1822

PHONE 860-658-3230 E-MAIL lheavner@simsbury-ct.gov

**IMPORTANT!** THE AUTHORIZING SIGNATORY MUST CERTIFY THE STATEMENT BELOW BY CHECKING THE BOX.

☒ I CERTIFY THAT THE INFORMATION PRESENTED HERE IS TRUE AND ACCURATE; THAT I HAVE READ AND UNDERSTAND THE GUIDELINES RELATING TO THIS APPLICATION; AND THAT THE APPLICANT ORGANIZATION IS IN COMPLIANCE WITH ANY GRANTS PREVIOUSLY AWARDED BY CONNECTICUT HUMANITIES.

**PROJECT DIRECTOR** (PROJECT DIRECTOR **CANNOT** BE FISCAL AGENT)

NAME Joan Nagy

TITLE Reference Librarian

ORGANIZATION NAME Simsbury Public Library

MAILING ADDRESS 725 Hopmeadow St.

CITY Simsbury STATE CT ZIP+4 06070-2249

PHONE 860-658-7663 x2112 E-MAIL jnagy@libraryconnection.info

**FISCAL AGENT** (FISCAL AGENT **CANNOT** BE PROJECT DIRECTOR AND MUST BE AN EMPLOYEE OR BOARD MEMBER OF APPLICANT ORGANIZATION.)

NAME Sean Kimball

TITLE Acting Finance Director/Deputy Director of Administrative Services

ORGANIZATION NAME Town of Simsbury

MAILING ADDRESS 933 Hopmeadow St.

CITY Simsbury STATE CT ZIP+4 06070-1822

PHONE 860-658-3274 E-MAIL skimball@simsbury-ct.gov

## 2.2 PROJECT NARRATIVE

### PROJECT SUMMARY

Please describe your project and its major components in 2-3 sentences. (500 characters maximum, including spaces.)

Not everyone knows Simsbury has been involved in land conservation since its infancy. Gifford Pinchot, 1st Chief of the U.S. Forest Service under Teddy Roosevelt, was born in the Simsbury 1820 House. US Senator George McLean of Simsbury bequeathed 3,200 acres of land to the Simsbury-Granby area at his death in 1932. These characters, places, and history will be woven into a series of free public programs, "Simsbury & the History of Land Conservation" at the Simsbury Public Library in June, 2016.

### AUDIENCE AND MARKETING

Who is your target audience for this project? Are there new audiences you hope to attract? How will you let them know about it? Please identify the groups you hope will attend your program and the methods you will use to promote your project to them (e.g., print, broadcast, social media, specific groups). (1,500 characters maximum, including spaces.)

Our target audience for this series is adults and teens from the Hartford area who are interested in conservation and who wish to be educated on Simsbury's inspiring history so they can make more informed decisions about their own involvement. Organizations with whom we currently partner and with whom we already cross market programs are Simsbury Land Trust, Farmington River Watershed Association, Farmington Valley Trails Council, Simsbury Free Bike, Tariffville Village Association, and Simsbury Historical Society. Regionally, we will reach out to CT Forest & Park Association, who's Director has ties to Simsbury. We will make use of print and online publicity sources such as the Hartford Courant, Valley Press and Patch; CT Humanities calendar; our local TV station, SCTV; our internal digital bulletin boards and online newsletter; large posters in the Library and town hall; signs at local businesses and in other libraries; our social media (Facebook, Twitter, Instagram); Simsbury Tourism Department, CTVisit.com and the CT Open House Day Calendar; the Library's website; area radio stations; Friends of the Simsbury Public Library newsletter and the Simsbury Scoop town newsletter. To target teens specifically, we will reach out to local homeschooling groups, High School and Middle School listservs (public and private) and PTOs, and the Library's Teen page and Teen social media. Our Teen Librarian, who does programming with a large teen population, will also promote it to them.

### PROJECT DETAILS

Please include the following information for all projects:

- Title(s) of exhibition, book or public event

- Format(s)
- Relevance to your community
- 2-3 line program description(s) for each program
- Admission and other fees
- Date(s) and time(s) of program(s)
- Anticipated attendance numbers

For Community Events and Community Reads Projects:

- Location(s) and audience capacity of the venue(s)
- Name(s) of speaker(s) and presenter(s)

For Exhibits and Tours:

- Open and close date of exhibition
- Exhibition venue location and hours of operation
- Description of theme(s) and topic(s)
- Brief listing of key objects, images, and other media to be included in exhibition
- Itinerary for tours, including brief statement of significance for each site/stop on tour

## PROJECT DETAILS

(5,000 characters maximum, including spaces)

Many people think that land conservation history had its beginnings in the 1960s. But the roots go back much further, right into the heart of Simsbury, where, in the late 19<sup>th</sup> and early 20<sup>th</sup> century, **Gifford Pinchot** and **George P. McLean** wandered the woodlands and meadows of Simsbury. Pinchot was born in Simsbury, in what is now the **Simsbury 1820 House**. Much of his childhood was spent in Simsbury. McLean had a farm in Simsbury, not far from our Library, during his entire lifetime. Both men went on to distinguished careers – Pinchot was the first Chief of the U.S. Forest Service under **Teddy Roosevelt** and McLean was a U.S. Senator. McLean also acquired and donated 3,200 acres of land to the towns of Simsbury, Granby and Canton. The **McLean Game Refuge** now comprises 4,100 acres. Intertwined with all these efforts was one of the nation's great conservationists, Theodore Roosevelt. His conservation legacy is found in the 230 million acres of public lands he helped establish and protect during his presidency. He was a friend and admirer of Gifford Pinchot and it is likely that, although George McLean did not agree with all of Roosevelt's social ideas, in the area of conservation, they were in agreement.

The story of these 3 men is both educational and inspirational, causing one to ponder what can be accomplished with perseverance. Possibly because of the 2 Simsbury natives, conservation seems to be in the DNA of Simsbury. As far back as 1895, the Connecticut Forestry Association (now CT Forest & Park Association) was established in Simsbury. Today, we have many active conservation groups in our area. Other non-profit organizations like the Pinchot Institute for Conservation and the Connecticut Forest and Park Association continue the work of these early pioneers on local, state, national and international levels.

The overarching purpose of this series of programs put on by the Simsbury Public Library is to inform people of all ages about our historical ties to conservation and our historic and current resources so that they can gain a new perspective and understanding as they make their own decisions about conservation. The programs also highlight Simsbury as a historically important place, encouraging heritage tourism. We hope that the cross pollination between local non-profits on these programs will produce future projects that will further enhance tourism in Simsbury. These free programs will take place between June 4 and 11, 2016. "Senator George P. McLean and Land Conservation in the Farmington Valley", June 4, 10-10:30 am will be a lecture with light refreshments presented by Simsbury Historical Society Volunteer and Former Director Alan Lahue. Lahue, who has a background in teaching and who co-authored *Simsbury* (Images of America Series, Arcadia Publishing), will highlight McLean's environmental legislation and his early open space efforts. This will be followed by a nature and history hike led by McLean Game Refuge Director Steven A. Paine on paths through the forests, ponds, streams and meadows of the reserve and its historic outbuildings (11 am-1 pm). The Library will provide water bottles and energy bars. As part of CT Open House Day on June 11, between 10 am and 2 pm we will have a series of programs on "Teddy Roosevelt, Gifford Pinchot and National Land Conservation" including a visit from TR re-enactor James Foote who will relive our 26<sup>th</sup> President's accomplishments, including conservation, and reminisce about his friend Pinchot (10:00-11:30 am). Mr. Foote has acted as Teddy Roosevelt at the White House and at TR's birthplace, Sagamore Hill. Foote, who will have complimentary lodging in the Simsbury 1820 House, Pinchot's birthplace, will stay in costume throughout the day's events and answer questions both in and out of character. Metro Bis, an award winning restaurant located in the 1820 House, will provide a luncheon at the Library (11:30 am-12:30 pm). Eric Hammerling, Executive Director of the CT Forest and Park Association and former Director of the Farmington River Watershed Association in Simsbury, will then present a short talk on Gifford Pinchot and his many forward thinking and radical ideas in the area of land conservation (12:30-12:45 pm). Simsbury Historical Society Archivist Barbara Strong will lead us on a tour through the 1820 House, which is now an inn, located next door to the Library. She will explain the history of the building, including former occupants, architectural changes, location and use of individual rooms and she will point out interesting architectural details such as chimneys, moldings, cornices, window casings, mantels and fireplaces, stair ways, porches, and more. (1:00-2:00 pm) We expect to have approximately 100 people participating in each program. All lectures will be held in the Library Program Room with a capacity of 130 people. The house tour will be in groups of 25.

## HUMANITIES THEMES, GOALS AND LEARNING OBJECTIVES

What humanities topics and themes—what aspects of human history, culture, values, and beliefs—will your project discuss and explore? What do you want participants to better understand after having participated in your project? Please articulate your humanities themes and goals, the evaluation techniques you will use, and how you will know if your project achieved these goals. (2,500 characters maximum, including spaces)

With the coming of the settlers to Connecticut, the land, as the natives had known it, started to change drastically. Before the settlers' arrival, nearly all of Connecticut was covered by

forests. By 1820, only 25% of Connecticut was forested, according to the U.S. Forest Service. In Simsbury, the settlers cut down stands of pine, using it to make pitch, and forests were also cut down for agricultural purposes. Widespread land abuse in the Eastern U.S. in the 1800s led to the beginning of land conservation efforts in the early 20<sup>th</sup> century. In spite of opposition on many sides, a new way of thinking about the land and our resources emerged, largely through the efforts of Theodore Roosevelt and Simsbury native Gifford Pinchot. Simsbury's George McLean, in his own ways, followed this trend. This series of programs will highlight the values and beliefs held by these men through lectures and interactive activities, including talks on George P. McLean and Gifford Pinchot, a "live" encounter with Pinchot's friend, mentor and boss, Teddy Roosevelt, and walks through the beautiful land preserved by McLean and the house where Pinchot was born. Land conservation is not without its problems and controversies, and the experiences of these 3 men reflect that. But by tying these men and the places they loved together and getting to know them more deeply, we hope to educate others in an unbiased way so they will have additional information to inform their own vision with regard to land conservation. By partnering with other organizations – the Simsbury Historical Society, the McLean Game Refuge, the Simsbury 1820 House/Metro Bis Restaurant, and the CT Forest and Park Association – we hope to draw attention to the many resources and points of interest in our community and our state and the significance specifically of Simsbury in changing the way people thought about their world. To measure the success of our efforts to educate people in this area, we will devise a short questionnaire to be given out after each program. Key questions will include: "What new information did you learn regarding Simsbury's contribution to land conservation?" "Has this changed the way you perceive your community or your world?" "Is there anything you would like to do as a result of what you learned?"

## 2.3 PRESENTER, CONSULTANT, AND PROJECT TEAM RESPONSIBILITIES &amp; QUALIFICATIONS (1 OF 2)

Please list all presenters, consultants, scholars, and individuals for whom you are requesting CTH funding, as well as other key individuals working on the project, and indicate their major project responsibilities as well as their qualifications. Be sure to highlight any humanities scholarship & expertise that they add to the project.

TEAM MEMBER #1		
NAME	Alan Lahue	
TITLE	Former Director & Current Volunteer	
ORGANIZATION NAME	Simsbury Historical Society	SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters): Alan will highlight the life of Simsbury's George P. McLean, emphasizing his contribution to local and national land conservation & protection of wild birds. Alan holds a Master of Arts in Teaching degree. With Mary Jane Springman he co-authored Simsbury, a volume in the *Images of America* series from Arcadia Publishing.

TEAM MEMBER #2		
NAME	Steven A. Paine	
TITLE	Director	
ORGANIZATION NAME	McLean Game Refuge	SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters): Steve, who has been Director of the McLean Game Refuge since 1981, will lead us on a history and nature tour of the Refuge. He is responsible for the day-to-day operation of the 4,100 acre property. His degree is in Natural Resources Conservation.

TEAM MEMBER #3		
NAME	James Foote	
TITLE	Theodore Roosevelt Re-Enactor	
ORGANIZATION NAME	Self-employed	SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters): James Foote, a self-taught Teddy Roosevelt re-enactor, has traveled the country, performing at many events. He has portrayed our 26<sup>th</sup> president at TR's birthplace, Sagamore Hill and in the White House and took part in a documentary, "Mysteries of the Museum". Jim knows most of TR's speeches by heart, having honed his skills over the last 25 years. He will present a program about TR's life and accomplishments, including his involvement with Gifford Pinchot in land conservation.

TEAM MEMBER #4		
NAME	Christopher Prosperi	
TITLE	Head Chef and Co-Owner	
ORGANIZATION NAME	Metro Bis Restaurant	SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters): Chris will be making lunch for our program. His restaurant, located in the Simsbury 1820 House (Pinchot's birthplace), is ranked in the top 5 in the state for American food. Chris is a weekly recipe columnist for the *Hartford Courant* and other papers across the nation. He travels extensively each year, teaching cooking classes and composing multi-course dinners. He is a regular guest on radio and TV.

## PROJECT TEAM (2 OF 2)

TEAM MEMBER #5		
NAME	Barbara Strong	
TITLE	Archivist	
ORGANIZATION NAME	Simsbury Historical Society	SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters)

Barbara will lead a tour of the Simsbury 1820 House, built by Elijah Phelps, the son of Maj. Gen. Noah Phelps, a hero of the Revolutionary War. Elijah's son-in-law, Amos R. Eno, used the house as a summer residence. His grandson, Gifford Pinchot, was born there in 1865. It is now an elegant & architecturally fascinating inn. Barbara is active at the Simsbury Historical Society as a docent, administrator, and archivist. She has a bachelor's degree from Brown and a passion for local history.

TEAM MEMBER #6		
NAME	Eric Hammerling	
TITLE	Executive Director	
ORGANIZATION NAME	CT Forest and Park Association	SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters): Eric, who holds degrees in History & Environmental Science/Range Management, is the lead advocate for CFPA, working on forestry, recreation, education & trail-related issues. CFPA, established in 1895, is the first private, nonprofit conservation organization in CT. His interest in history, conservation and Simsbury has led him to study Gifford Pinchot and he will talk about Pinchot's background in forestry and his contributions to early land conservation on a national level.

TEAM MEMBER #7		
NAME	Joan Nagy	
TITLE	Reference Librarian	
ORGANIZATION NAME	Simsbury Public Library	SAME AS APPLICANT ORGANIZATION: <input checked="" type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters): Joan, who has researched the series topic, will introduce each event, tying all events in the series together, highlighting existing local and state history and resources, and encouraging people to use this historic perspective to further their education in the areas of land conservation and Farmington Valley history. Joan has a Master's in Library Science and an interest in local history.

TEAM MEMBER #8		
NAME		
TITLE		
ORGANIZATION NAME		SAME AS APPLICANT ORGANIZATION: <input type="checkbox"/>

MAJOR RESPONSIBILITIES & QUALIFICATIONS (Max of 500 characters. Please note: Spaces count as characters):

## BUDGET FORMS

### Instructions

1. Provide itemized expenses for your entire project, not just the piece for which you are requesting CTH funding.
2. Fill out the Item Detail fields, providing the relevant information for each line item (i.e., name, rate, quantity, and any other relevant details).
3. Fill out the Source of Funds fields, detailing the various sources of funding used to pay for each line item.

### Notes:

- \* Totals are calculated automatically.
- \* While multiple Source of Funds categories can be used to pay for individual items, the totals in the Item Detail and Source of Funds fields must match each other.
- \* Please note that the tabs at the bottom represent different budget categories.

SALARIES & WAGES: Total amount of Salaries & Wages requested in CTHF Funds may not exceed 10% of the total grant request.

There is no cap on Salaries & Wages used as Applicant Cash Contributions.

Note: Quick Grants do not fund Salaries & Wages, but it can be used as Applicant Cash Contributions.

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail				
Name/Position		Rate	#	Total
1	Joan Nagy-Reference Librarian @ \$31/hr	\$31.00	15	\$465
2				\$0
3				\$0
4				\$0
5				\$0
6				\$0
7				\$0
8				\$0
9				\$0
10				\$0
11				\$0
12				\$0
13				\$0
14				\$0
15				\$0
			Total	\$465

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
		\$465.00		\$465
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$0	\$0	\$465	\$0	\$465

# HONORARIA & CONSULTING

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail				
Name/Position		Rate	#	Total
1	James Foote - Roosevelt @ \$600-flat fee	\$600.00	1	\$600
2	Eric Hammerling - CFPA @\$100 -flat fee	\$100.00	1	\$100
3	Barbara Strong-SimHisSoc @\$100-flat fee	\$100.00	1	\$100
4	Alan Lahue - SimHisSoc @\$100-flat fee	\$100.00	1	\$100
5	Steven Paine - McLean hike @\$100-flat	\$100.00	1	\$100
6				\$0
7				\$0
8				\$0
9				\$0
10				\$0
11				\$0
12				\$0
13				\$0
14				\$0
15				\$0
Total				\$1,000

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
\$600.00				\$600
\$100.00				\$100
\$100.00				\$100
\$100.00				\$100
			\$100.00	\$100
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$900	\$0	\$0	\$100	\$1,000

TECHNICAL DESIGN SERVICES

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail			
Name/Position		Rate	#
			Total
1			\$0
2			\$0
3			\$0
4			\$0
5			\$0
6			\$0
7			\$0
8			\$0
9			\$0
10			\$0
Total			\$0

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$0	\$0	\$0	\$0	\$0

TRAVEL: CTH may cover mileage up to .57 per mile. Enter rate and number of miles below.

Total travel expenses may not exceed 20% of total grant request.

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail				
Name/Position		Rate	#	Total
1	James Foote - 1820 House Room - 1 night	\$220.00	1	\$220
2				\$0
3				\$0
4				\$0
5				\$0
6				\$0
7				\$0
8				\$0
9				\$0
10				\$0
11				\$0
12				\$0
13				\$0
14				\$0
15				\$0
			Total	\$220

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
			\$220.00	\$220
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$0	\$0	\$0	\$220	\$220

PRINTING, COPYING & SUPPLIES: Total photocopying or printing expenses may not exceed 40% of total grant request

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail				
Description		Rate	#	Total
1	Foam Core Signs @\$75	\$75.00	3	\$225
2	Paper Goods for Luncheon 6-11-16	\$60.00	1	\$60
3	Luncheon from Metro Bis @\$10/person	\$10.00	75	\$750
4	Food McLean Lecture & Hike 6-4-16	\$80.00	1	\$80
5				\$0
6				\$0
7				\$0
8				\$0
9				\$0
10				\$0
11				\$0
12				\$0
13				\$0
14				\$0
15				\$0
16				\$0
17				\$0
18				\$0
19				\$0
20				\$0
			Total	\$1,115

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
\$225.00				\$225
		\$60.00		\$60
		\$750.00		\$750
		\$80.00		\$80
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$225	\$0	\$890	\$0	\$1,115

EQUIPMENT AND ROOM RENTAL OR PURCHASE: Total Equipment expenses may not exceed 40% of total grant request.

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail				
Description		Rate	#	Total
1				\$0
2				\$0
3				\$0
4				\$0
5				\$0
6				\$0
7				\$0
8				\$0
9				\$0
10				\$0
Total				\$0

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$0	\$0	\$0	\$0	\$0

PROMOTION

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail				
Description		Rate	#	Total
1				\$0
2				\$0
3				\$0
4				\$0
5				\$0
6				\$0
7				\$0
8				\$0
9				\$0
10				\$0
Total				\$0

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$0	\$0	\$0	\$0	\$0

# EVALUATION

NOTE: The total of each item detail must match the total of each source of funds. X indicates a problem.

Item Detail			
Description	Rate	#	Total
1			\$0
2			\$0
3			\$0
4			\$0
5			\$0
Total			\$0

CTHF Funds Requested and Matching Funds (Source of Funds)				
CTHF Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
\$0	\$0	\$0	\$0	\$0

BUDGET SUMMARY: Values fill automatically from the detail pages.

**Make sure that the CTH Funds requested total below matches the CTH Funds Requested total on your application cover page.**

Budget Summary	Source of Funds Summary				
	CTH Funds	External Cash Contributions	Applicant Cash Contributions	In-Kind Contributions	Total
Salaries & Wages	\$0.00	\$0.00	\$465.00	\$0.00	\$465
Honoraria	\$900.00	\$0.00	\$0.00	\$100.00	\$1,000
Technical Design Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Travel	\$0.00	\$0.00	\$0.00	\$220.00	\$220
Printing, Copying and Supplies	\$225.00	\$0.00	\$890.00	\$0.00	\$1,115
Equipment and Room Rental or Purchase	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Promotion	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Evaluation	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Total	\$1,125	\$0	\$1,355	\$320	\$2,800

# ORGANIZATION PROFILE

(COMPLETE ONLY IF YOU ARE A FIRST-TIME APPLICANT, OR YOUR PROFILE ON FILE REQUIRES UPDATING)

ORGANIZATION NAME Town of Simsbury/Simsbury Public Library

PHONE (860) 658-7663

WEB SITE simsburylibrary.info

MAILING ADDRESS 725 Hopmeadow St.

CITY Simsbury

STATE CT

ZIP+4 06070-2249

LEGAL ADDRESS

(IF DIFFERENT FROM ABOVE)

CITY

STATE CT

ZIP+4

BUDGET SIZE ☐ <\$250K

☐ \$250K-<\$850K

☒ \$850K-<\$2.5M

☐ \$2.5M+

STAFFING FULL-TIME 14

PART-TIME 25

VOLUNTEER 99

TOTAL 138

LEGISLATIVE DISTRICTS: CT SENATE 16

CT HOUSE 8

US CONGRESSIONAL DISTRICT 5

## PROGRAMMING PROFILE

## AUDIENCE

PROGRAM TYPE	EVENTS PER YEAR	ESTIMATED ATTENDANCE
BOOK CLUBS	40	410
COMMUNITY EVENTS	4	1,000
CONFERENCES		
EXHIBITIONS	36	360
FESTIVALS		
LECTURES	400	3800
MUSEUM TOURS		
MUSICAL PERFORMANCES	35	1100
PANEL DISCUSSIONS	4	125
POETRY/SPOKEN WORD	690	7,100
SCHOOL TOURS	5	85
SITE TOURS	4	95
SYMPOSIA		
THEATRICAL PERFORMANCES	4	285
OTHER	118	2241
TOTAL FOR ALL PROGRAMS	1,340	16,601

RACE/ETHNICITY		
1	% AFRICAN AMERICAN	
2	% ASIAN	
94	% CAUCASIAN	
	% LATIN/HISPANIC	
3	% OTHER	
100	TOTAL	
<input type="checkbox"/>	NOT AVAILABLE	

AGE GROUPS		
45	% CHILDREN (<12)	
5	% YOUTH (12-18)	
15	% ADULT	
35	% SENIOR (65+)	
100	TOTAL	
<input type="checkbox"/>	NOT AVAILABLE	

## ORGANIZATION PROFILE

### MISSION STATEMENT (maximum 500 characters including spaces)

Simsbury Public Library seeks to provide free and equal access to ideas and information to all members of the community.

### ORGANIZATION HISTORY (maximum 2,500 characters including spaces)

The Simsbury Public Library was established in the second story of the Hopmadow School with funding from the Amos Eno family in 1874 as a free library for the people of Simsbury. It became a department of the Town of Simsbury in 1966 and the Simsbury Public Library was formed. A new library was built on the grounds of Antoinette Eno's estate and on December 8, 1895, the location at 725 Hopmeadow St was dedicated as the new Simsbury Public Library. A major renovation was undertaken to expand the library's services and the building in 2008. The current facility opened in 2009. Simsbury Public Library is visited by more than 361,000 people each year and circulates more than 381,900 items annually, approximately 19 items per capita.

**Simsbury Public Library**  
**Budgets FY 2014-2015 and FY 2015-2016**

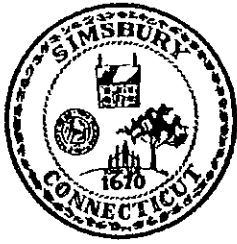
						<b>FY 2014-2015</b>	<b>FY 2015-2016</b>
<b>Library Administration</b>							
Salaries						\$ 413,527	\$ 438,864
Contractual Services						\$ 55,469	\$ 58,467
Copy & Printing Services						\$ 800	\$ 500
Bank Fees						\$ 1,100	\$ 1,100
Postage						\$ 350	\$ 250
Office Supplies						\$ 3,000	\$ 3,500
Tech & Program Supplies						\$ 9,000	\$ 9,000
Equipment Maintenance						\$ 19,550	\$ 21,885
Dues & Subscriptions						\$ 960	\$ 960
<b>Adult &amp; Young Adult</b>							
Salaries						\$ 356,698	\$ 368,726
Contractual Services						\$ 8,480	\$ 8,480
Tech & Program Supplies						\$ 1,000	\$ 1,000
Reference Materials						\$ 122,857	\$ 123,385
<b>Children's</b>							
Salaries						\$ 294,414	\$ 298,304
Contractual Services						\$ 2,000	\$ 2,000
Copy & Printing Services						\$ 100	\$ 100
Tech & Program Supplies						\$ 1,400	\$ 1,400
Reference Materials						\$ 37,470	\$ 37,470
<b>Buildings &amp; Grounds</b>							
Custodial Services						\$ 2,935	\$ 2,935
Tech & Program Supplies						\$ 500	\$ 500
Building Supplies						\$ 4,700	\$ 4,700
Cleaning Supplies						\$ 2,300	\$ 2,300
Equipment Maintenance						\$ 15,000	\$ 15,000
Facilities Maintenance						\$ 2,000	\$ 2,000
Water Charges						\$ 2,040	\$ 2,040
Sewer Use Fees						\$ 1,100	\$ 1,000
Natural Gas						\$ 24,000	\$ 24,000

Electric						\$ 72,000	\$ 72,000
Heating Oil						\$ 500	\$ 500
Refuse Disposal						\$ 2,335	\$ 2,340
			Total Budget			\$ 1,457,585	\$ 1,504,706



**Simsbury Public Library**  
**Board of Trustees**  
**2016-2017**

12/15-12/21	<b>Marianne O'Neil, Chair</b> 4 Meadow Brook Rd., Simsbury, CT 06070 <a href="mailto:mareoneil@yahoo.com">mareoneil@yahoo.com</a>	<b>860-658-0591</b> <b>860-280-4062</b> cell
12/13-12/19	<b>Anne Erickson, Vice Chair</b> 85 W Mountain Rd., W Simsbury, CT 06092 <a href="mailto:anne.d.m.erickson@gmail.com">anne.d.m.erickson@gmail.com</a>	<b>860-658-4694</b> <b>860-463-3999</b> cell
12/11-12/17	<b>David Blume</b> 11 Musket Trl., Simsbury, CT 06070 <a href="mailto:DJBMO@aol.com">DJBMO@aol.com</a>	<b>860-651-8302</b> <b>860-431-0014</b> cell
12/11-12/17	<b>Charmaine Glew</b> 21 Billingsgate Dr., Simsbury, CT 06070 <a href="mailto:charmaineglew@comcast.net">charmaineglew@comcast.net</a>	<b>860-651-4192</b> <b>860-798-1259</b> cell
-12/17	<b>Linda Johnson</b> 32 Bantry Rd., Simsbury, CT 06070 <a href="mailto:LJSims@aol.com">LJSims@aol.com</a>	<b>860-214-9538</b> cell
12/15-12/21	<b>Lauren Miller</b> 239 West Mountain Rd., West Simsbury, CT 06092 <a href="mailto:ramlam@comcast.net">ramlam@comcast.net</a>	<b>860-651-5849</b> <b>860-841-3377</b> cell
12/15-12/21	<b>Mark Orenstein</b> 82 Old Meadow Plain Rd., Weatogue, CT 06089 <a href="mailto:morenstein@alum.mit.edu">morenstein@alum.mit.edu</a>	<b>860-658-5229</b> <b>860-593-2880</b> cell
12/13-12/19	<b>Polly Gardow Rice</b> 6 Pasture Ln., West Simsbury, CT 06092 <a href="mailto:rice.family@snet.net">rice.family@snet.net</a>	<b>860-651-7813</b> <b>860-490-3877</b> cell
12/13-12/19	<b>Gail Ryan</b> 20 Westledge Rd., W Simsbury, CT 06092 <a href="mailto:gailryan@aol.com">gailryan@aol.com</a>	<b>860-651-9133</b> <b>860-916-9768</b> cell
	<b>Bert Kaplan, Friends of SPL Liaison</b> <a href="mailto:bertkaplan@aol.com">bertkaplan@aol.com</a>	<b>860-658-6249</b>
	<b>Elaine Lang, BOS Liaison</b> <a href="mailto:elang@simsbury-ct.gov">elang@simsbury-ct.gov</a>	
	<b>Lisa Karim, Library Director</b> <a href="mailto:lkarim@simsburylibrary.info">lkarim@simsburylibrary.info</a>	<b>860-658-7663 ext 2103</b> <b>845-625-3991</b> cell



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## Waiver, Hold Harmless Agreement and Release of Liability Form

In consideration for the privilege of participating in a walking tour of the McLean Game Refuge led by Steve Paine following the *program on George P. McLean* at the Simsbury Public Library, the undersigned hereby agrees that:

1. I understand that there are inherent risks involved in this activity including the risk of serious physical injury or death and **I FULLY ASSUME ALL RISKS ASSOCIATED WITH THIS ACTIVITY EVEN IF DUE TO THE NEGLIGENCE OF THE TOWN OF SIMSBURY AND THEIR AGENTS, SERVANTS OR EMPLOYEES**, including but not limited to: the risk of injury due to: roadway conditions or traffic, trail conditions or traffic, hazardous weather conditions or natural hazards.

I, for myself and for my heirs, assigns, successors, executors, administrators, and legal representatives, **AGREE TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE TOWN OF SIMSBURY AND THEIR AGENTS, SERVANTS OR EMPLOYEES** from any and all claims, suits or demands by anyone arising from my activities with the Town **INCLUDING CLAIMS OF NEGLIGENCE ON THE PART OF THE TOWN OF SIMSBURY AND THEIR AGENTS, SERVANTS OR EMPLOYEES.**

2. I, for myself and for my heirs, assigns, successors, executors, administrators, and legal representatives, **HEREBY RELEASE, AND AGREE THAT I WILL NOT SUE THE TOWN OF SIMSBURY AND/OR THEIR AGENTS, SERVANTS OR EMPLOYEES** for money damages for personal injury sustained by me while participating in this activity with the Town **EVEN IF DUE TO THE NEGLIGENCE OF THE TOWN OF SIMSBURY AND THEIR AGENTS, SERVANTS OR EMPLOYEES.**

3. By my own admission **I AM ASSUMING ANY AND ALL LIABILITY FOR INJURIES OR DEATH CAUSED BY MY ACTIONS TO MYSELF OR OTHER PERSONS.** I agree to follow all the following procedural and safety requirements while engaging in the above named opportunity:

- I will follow all safety precautions and obey all laws and recommendations of the McLean Game Refuge and its staff

Telephone (860) 658-3200  
Facsimile (860) 658-9467

[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

- I will not wear inappropriate clothing for this activity, including but not limited to open-toed shoes and I will dress appropriately for weather conditions and other conditions that one would expect to encounter when hiking in an undeveloped area.

I understand that failure to follow any of the above procedural or safety requirements shall result in the immediate termination of any agreement to allow the undersigned to participate in this activity, and the Town of Simsbury reserves the right to pursue additional legal remedies as necessary.

**I HAVE READ THIS WAIVER, HOLD HARMLESS AGREEMENT AND RELEASE OF LIABILITY AND FULLY UNDERSTAND ITS TERMS. I FURTHER UNDERSTAND THAT BY SIGNING THIS AGREEMENT THAT I AM GIVING UP SUBSTANTIAL LEGAL RIGHTS. I HAVE NOT BEEN INDUCED TO SIGN THIS AGREEMENT BY ANY PROMISE OR REPRESENTATION, AND I SIGN IT VOLUNTARILY AND OF MY OWN FREE WILL.**

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Participant's Printed Name

\_\_\_\_\_  
Date

#### **CONSENT OF PARENT OR GUARDIAN**

This is to certify that I, as parent or guardian with legal responsibility for this participant, do hereby consent and agree to his or her release as set forth above, and for myself, my heirs, assigns, successors, executors, administrators, and legal representatives, **AGREE TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE TOWN OF SIMSBURY AND THEIR AGENTS, SERVANTS OR EMPLOYEES** from any and all claims, suits or demands by anyone arising from said participant's participation in this activity, **INCLUDING CLAIMS OF NEGLIGENCE ON THE PART OF THE TOWN OF SIMSBURY OR THEIR AGENTS, SERVANTS OR EMPLOYEES.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Date



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## **BOARD OF SELECTMEN MEETING** **AGENDA SUBMISSION FORM**

1. **Title of submission:** Notification of Number of Voting Tabulators
2. **Date of submission:** February 3, 2016
3. **Date of Board Meeting:** February 22, 2016
4. **Individual or Entity making the submission:** Town Clerk Carolyn Keily
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: NO ACTION*
6. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.): Town Clerk Carolyn Keily
7. **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.**): Notice of Number of Voting Tabulators required to be filed with the Board of Selectmen, who are the officials required to provide voting tabulators for Simsbury. Simsbury has a sufficient number of voting tabulators for the 4 voting districts in town. CGS Sections 9-238 and 9-238a
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:*

ED-626: The form provided by the Secretary of the State to report the number of voting tabulators in this municipality. Notification was mailed to the Secretary's Office, also.

ED-626

(Under Section 9-238a this form is to be filed with the Secretary of the State during the first week in February, and a duplicate copy is to be filed with officials required to provide voting machines for your municipality under Section 9-238.)

To the Secretary of the State:

### Notification of Number of Electors and Number of Polling Places

Notice is hereby given of the following information as required by Section 9-238a of the CGS.

#### USE ONLY FIGURES FROM THE ACTIVE REGISTRY LIST

Voting District Number	Number of Tabulators in Each District	Total Republican	Total Democratic	Total Minor Parties	Total Unaffiliated	Total Number of Names on Registry List
1	2	1,521	1,399	30	1,859	4,809
2	2	1,594	1,560	30	1,936	5,120
3	2	1,264	1,125	26	1,338	3,753
4	2	637	726	17	862	2,242
Spares	2					
						15,924
<b>Totals</b>	10	5,016	4,810	103	5,995	15,924

Dated at Simsbury, Connecticut, this second day of February, 2016

\_\_\_\_\_  
Signature of Town Clerk

Town of Simsbury



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Jerome F. Shea - Town Engineer*

## MEMORANDUM

**To:** Board of Selectmen

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

**Subject:** Status Report – Senior Community Center Project

**Date:** February 3, 2016

The memo is to provide the Board of Selectmen with an update on the progress of the Senior Community Center Project since the Board requested a study of the Performing Art Center site in March of 2015. Since that time, the Engineering Department has worked closely with the First Selectman, Public Building Committee, and other stakeholders to advance a study of the Performing Art Center site for the project.

In October of 2015, a field survey of the site was completed for use in the site planning for the project. In addition, both federal and state wetland areas were field located and a preliminary assessment of the quality of these wetlands were completed by a certified soil scientist.

An architectural selection committee was also established for the project with the participation of various stakeholders to review the qualifications of the architectural design teams that participated in a public request for qualifications process. The architectural firm of Northeast Collaborative Architects (NCA) was recommended for selection by the architectural selection committee in July of 2015. The scope of services for the project and the fees for these services were completed in October of 2015. A contract for these services was executed in November of 2015.

Also, a Programming Report for the Future Senior Community Center (Programming Report) was commissioned from a specialized programming consultant to review the changing demographics of the senior population expected in Simsbury and future trends for programming that should be considered as part of the project. The study was completed in January of 2016.

The selected architect has established a preliminary space program of approximately 17,500 square feet for the proposed senior community center working closely with town staff and in consideration of the Programming Report. The architect and town staff has met on several occasions with the Performing Art Center Board representatives to understand the needs and operating requirements for the PAC facility before, during and after typical PAC events. The architect also has developed several conceptual site plans to accommodate the proposed senior community center program at the Performing Art Center site. These conceptual site plans considered the various activities that presently on the site including the Boundless Playground, recreational fields, the Dog Park, and the Performing Art Center.

These concept plans with two primary alternatives were recently presented to the Public Building Committee who has been providing guidance for the project. The concept plans were well received by the Committee and the Public Building Committee requested that the architectural team continue with development of plans for the project.

#### Next Steps

The conceptual plan under one alternative suggest possible relocation of the Dog Park be considered to allow for more convenient parking for the proposed Senior Community Center. A meeting between representative of the Dog Park and town staff is being scheduled to discuss this alternative further. If an acceptable conceptual plan can be agreed to by all stakeholders, development of schematic building plans for the proposed senior community center will be completed. These schematic building plans, an estimate of cost, study report and any refinements to the proposed site plan will be presented to the Public Building Committee at their March meeting. If these plans are acceptable by the Public Building Committee, the plans and estimate of cost will be presented to the Board of Selectman for consideration.

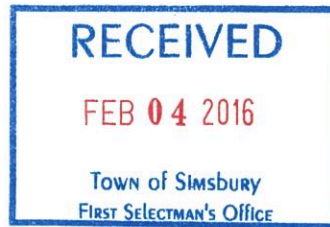
The next phase of project development would include development of architectural drawings and site drawings to a level to meeting the requirements for land use approvals for the project. Also, further wetlands impact assessments, geotechnical studies, updates to the estimate of project costs and the required land use applications would be completed prior to a possible referendum. The estimated time frame to obtain local land use approvals is estimated to be 4 months. This time frame could be increases if the application process extends into the summer months.

cc: Tom Cooke, Director of Administrative Services  
James D. Rabbitt, Director of Planning and Community Development



**AQUARION**  
Water Company

*Stewards of the Environment™*



**Charles V. Firlotte**  
President & Chief Executive Officer

203.336.7628 phone  
203.336.5639 fax

[cfirlotte@aquarionwater.com](mailto:cfirlotte@aquarionwater.com)

The Honorable Lisa Heavner  
First Selectman  
Town Of Simsbury  
933 Hopmeadow Street  
PO Box 495  
Simsbury, CT 06070-0495

January 19, 2016

Dear First Selectman Heavner:

As New England's largest investor-owned utility and proud *Stewards of the Environment*, Aquarion Water Company has a special appreciation for our state's environmental volunteers. Their passion for their local environment and the planet as a whole translates into cleaner water and air, fertile soils providing fresh, local farm goods, and safe habitat for the plants and wildlife that help keep everything in balance.

To recognize this work, Aquarion is pleased to announce the sixth annual Aquarion Environmental Champion Awards program, an opportunity for adults, high school students, non-profits, and small and large businesses in the Town Of Simsbury and across Connecticut to receive statewide honors for their efforts. Winners in the program's adult, non-profit, and small and large business categories have the opportunity to select an environmental non-profit to receive a \$2500 grant given in their name by Aquarion. The winning student (grades 9-12) will receive a \$1000 award.

The awards will be presented during a special celebration at Connecticut's Beardsley Zoo on June 4, 2016. U.S. Senator Richard Blumenthal and other dignitaries will be in attendance to present the awards.

The deadline for nominations is May 4, 2016. We encourage you to help us promote the awards in your community. Enclosed you will find a poster with more information about the program, and an electronic communications kit for your website and social media communications, so you can promote the awards among your constituents.

You'll find complete details about the program, awards and nomination procedure at **[aquarionwater.com](http://aquarionwater.com)** or **[facebook.com/aquarionwater](https://facebook.com/aquarionwater)**.

Thank you for your support of the 2016 Aquarion Environmental Champion Awards. If you have any questions, please don't hesitate to contact me.

Sincerely,

Chuck Firlotte  
President and CEO



AQUARION  
Water Company

*Stewards of the Environment™*

# Help Aquarion Water Company Find Connecticut's Environmental Champions

## *The 2016 Aquarion Environmental Champion Awards*

As the largest investor-owned water utility in New England, Aquarion not only provides clean and safe drinking water to more than 625,000 people in Connecticut, but we also manage and protect the natural resources on more than 20,000 acres of land. As a result, we feel a special appreciation for the thousands of volunteers across the state who dedicate their time and energy to protecting and improving the health of our environment.

Now we're inviting you to help honor those efforts by nominating an **adult, student, small or large business, or non-profit organization** for the Aquarion Environmental Champion Award. Awards will again go to outstanding volunteer projects that have improved and protected Connecticut's natural resources – its air, water, soils, or plant and wildlife communities. Winners will be named at a special event on June 4, 2016, at Connecticut's Beardsley Zoo.

So nominate someone today (self-nominations and renominations are welcome). And help Aquarion put even more green into Connecticut's best environmental efforts. **Nomination deadline: May 4, 2016**

### **For Award Details & Nomination Form**

Visit [aquarionwater.com](http://aquarionwater.com) or  
[facebook.com/aquarionwater](https://www.facebook.com/aquarionwater)

Or write in care of Aquarion Environmental  
Champion Award: Aquarion Water Co.,  
835 Main St., Bridgeport, CT 06604

### **AWARDS**

- Adult, small and large business, and non-profit: \$2,500 grant to the environmental non-profit of each winner's choice
- Student: \$1,000 award



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** One Resignation & Two Appointments
2. **Date of submission:** January 26, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**  
Ronald J. Locandro, Jr. and  
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*
  1. Accepts the resignation of Ronald J. Locandro Jr. of 26 Horseshoe Circle, Simsbury, as an Alternate Member to the Planning Commission;
  2. Appoints Ronald J. Locandro, Jr. as a Regular Member to the Planning Commission to fill the seat vacated by Kevin M. Prell;
  3. Appoints Mark Drake of 18 Massaco Street, Simsbury, as an Alternate Member to the Planning Commission to fill the seat vacated by Ronald J. Locandro, Jr.
6. **Summary of Submission:**
  1. Resignation: Ronald J. Locandro, Jr. as an Alternate Member  
Board: Planning Commission  
Party: R  
Effective: February 8, 2016  
Full Term of Office: 12/7/2015 to 12/2/2019  
(Note: The last two years of the 4-year Alternate term, from 12/4/2017 to 12/2/2019, will become a 2-year vacancy position at the Municipal Election on November 7, 2017.)
  2. Appointment: Ronald J. Locandro, Jr. as a Regular Member  
Board: Planning Commission  
Party: R  
Effective: February 8, 2016  
Appointment Ends: Until 12/4/2017, the end of the term.  
Full Term of Office: 12/2/2013 to 12/4/2017

3. Appointment: Mark Drake as an Alternate Member  
Board: Planning Commission  
Party: R  
Effective: February 8, 2016  
Appointment ends on 11/7/2017, the next municipal election.  
Full Term of Office: 12/7/2015 to 12/2/2019.  
(Note: The last two years of the 4-year Alternate term, from 12/4/2017 to 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:**

Letter of Resignation from Ronald J. Locandro, Jr.

BOS Agenda Item  
One Resignation & Two Appointments  
January 26, 2016  
3

26 Horseshoe Circle  
Simsbury, CT 06070

01/26/2016

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

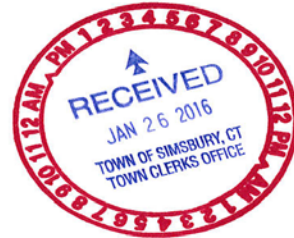
Dear Ms. Keily:

I hereby resign my position as an alternate member on the  
Planning Commission.

Please notify the Board of Selectmen that the effective date of my resignation is  
02/08/2016.

Sincerely,

  
Ronald J. Locandro, Jr.



Copy of Resignation Letter



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointments – Civil Preparedness
2. **Date of submission:** February 2, 2015
3. **Date of Board Meeting:** February 8, 2015
4. **Individual or Entity making the submission:**

Kevin Kowalski / 860-658-1971  
Chief, Administration/Fire Marshal  
[kkowalski@simsburyfd.org](mailto:kkowalski@simsburyfd.org)

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

Appoint Civil Preparedness Director and Assistant Civil Preparedness Director

6. **Summary of Submission:**

1. Appointment of Kevin Kowalski as Civil Preparedness Director  
**Effective Date:** December 7, 2015  
**Expiration Date:** December 4, 2017

2. Appointment of Michael Berry as Assistant Civil Preparedness Director  
**Effective Date:** December 7, 2015  
**Expiration Date:** December 4, 2017

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

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:*

Section 704 (4) of the Town Charter relating to Town Officers

Finance-Treasurer, the First Selectman shall also consult with and obtain the approval of the Board of Finance. The Director of Finance-Treasurer shall be the chief fiscal officer, shall serve on a full-time basis, shall be the Town Treasurer and shall coordinate the administration of the financial affairs of the Town.

- (3) Director of Culture, Parks and Recreation. Prior to appointing or removing the Director of Culture, Parks and Recreation, the First Selectman shall also consult with and obtain the approval of the Culture, Parks and Recreation Commission. The Director of Culture, Parks and Recreation shall serve on a full-time basis and shall be in charge of the administration of the Culture, Parks and Recreation Commission program in the Town.
- (4) Director of Civil Preparedness. The appointment and removal of the Director of Civil Preparedness shall be in accordance with the provisions of Section 28-7 of the General Statutes. The Director of Civil Preparedness shall serve for a term of two (2) years.
- (5) Director of Public Works. The Director of Public Works shall serve for an indefinite term. The Director of Public Works shall be the administrative head of the Public Works Department and as such shall be responsible for the efficiency, discipline and good conduct of the public works operation of the Town. He shall have supervision and control of the maintenance of all Town-owned property and structures, except those under the control of the Board of Education and, if required by the Board of Selectmen, the Culture, Parks and Recreation Commission. Upon the request of the Chairman of the Board of Education, the Director of Public Works may supervise and direct the exterior maintenance of school buildings and grounds but only to the extent and for the period requested by the Board of Education and approved by the Board of Selectmen, provided that the costs of such maintenance are charged against the Board of Education appropriations. The Director of Public Works shall serve as Tree Warden.
- (6) Building Official. The Building Official shall serve for a term of four (4) years. Quadrennially, thereafter, the First Selectman shall appoint a Building Official as provided above.
- (7) Town Engineer. Prior to appointing or removing the Town Engineer, as provided above, the First Selectman shall also consult with the Public Works Director.

**CODE OF THE TOWN OF SIMSBURY, CONNECTICUT, v37 Updated 02-01-2014 /  
CHARTER OF THE TOWN OF SIMSBURY / Chapter VII, Administrative Officers  
and Departments / Section 705. Welfare Officer.**

**Section 705. Welfare Officer.**

The First Selectman shall serve as the Welfare Officer for the Town and as such shall be in



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Reappointment of Hearing Officers
2. **Date of submission:** February 3, 2016
3. **Date of Board Meeting:** February 8, 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 Geoffrey H. Dale (R), Donald Kipetz (U) and Robert R. Moran (U) as Hearing Officers with an expiration date of December 4, 2017.

6. **Summary of Submission:**

Reappoint Hearing Officers for 2015-2017 Board of Selectmen term.

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:** Reappointment of Members at Large
2. **Date of submission:** February 3, 2016
3. **Date of Board Meeting:** February 8, 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 Members at Large for the following Committees with an expiration date of December 7, 2017:

- Business Development Committee – Peter C. Pabich (U)
- Retirement Plan Sub-Committee – Paul F. McAllenney (U) and Philip M. Schulz (D)

6. **Summary of Submission:**

Reappoint Members at Large for 2015-2017 Board of Selectmen term.

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:** Nominations for Re-appointment to Ad-hoc Committees
2. **Date of submission:** February 5, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**  
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*
  1. Re-appoints Robert Beinstein, 26 Fairview Street, to the Clean Energy Task Force;
  2. Re-appoints James A. Ray, 216 Great Pond Road, to the Clean Energy Task Force;
  3. Re-appoints Carol Miller, 16 Deer Park Road, to the Recycling Committee;
  4. Re-appoints Steven S. Mitchell, 165 Old Farms Road, to the Tourism Committee.
6. **Summary of Submission:**
  1. Appointment: **Robert Beinstein**  
Board: Clean Energy Task Force  
Party: R  
Full Term of Office: 12/7/2015 to 12/4/2017
  2. Appointment: **James A. Ray**  
Board: Clean Energy Task Force  
Party: U  
Full Term of Office: 12/7/2015 to 12/4/2017
  3. Appointment: **Carol Miller**  
Board: Recycling Committee  
Party: R  
Full Term of Office: 12.7/2015 to 12/4/2017
  4. Appointment: **Steven S. Mitchell**  
Board: Tourism Committee  
Party: U  
Full Term of Office: 12/7/2015/ to 12/4/2017
7. **Financial Impact:** None

BOS Agenda Item  
Nominations for Appointment to Office  
February 5, 2016  
2

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:** Nomination for Appointment to Office
2. **Date of submission:** February 5, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**  
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*  
  
Appoints Lucian M. Dragulski, 7 Daniel Lane, West Simsbury, CT 06092, as a Regular Member to the Water Pollution Control Authority to fill the seat vacated by Philip Richardson.
6. **Summary of Submission:**  
  
  1. Appointment: Lucian M. Dragulski as a Regular Member  
Board: Water Pollution Control Authority  
Party: R  
Effective: February 8, 2016  
Full Term of Office: 01/01/2014 to 01/01/2018
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:** Rescind Appointment to the Tourism Committee
2. **Date of submission:** February 5, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**  
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*  
  
Rescind the appointment of Elizabeth Keppel to the Tourism Committee. The nomination was made in error. The Board of Selectmen appointed Elizabeth Keppel (R) to the Tourism Committee at its January 25, 2016, meeting for a term from 12/7/2015 to 12/4/2017. Rescinding the appointment will create a vacancy on the Committee.
6. **Summary of Submission:**  
Rescind the nomination of Elizabeth Keppel to the Tourism Committee.
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:** Nominations from SDTC for appointments/reappointments
2. **Date of submission:** February 18, 2016
3. **Date of Board Meeting:** February 22, 2016
4. **Individual or Entity making the submission:** Simsbury Democratic Town Cmte,  
Nominations Interim Chair Alan Needham
5. **Action requested of the Board of Selectmen:**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*
  1. Reappoint Judy Schaefer to the Fair Rent Commission
  2. Appoint Eric Wellman to the Insurance Committee
  3. Appoint Todd Burrick to the Insurance Committee
  4. Appoint David Kraveski to the Tourism Committee
  5. Appoint Joy Himmelfarb to the Tourism Committee
6. **Summary of Submission:**
  1. Reappoint Judy Schaefer, (D) 16 Lostbrook Rd, Simsbury 06070 to the Fair Rent Commission with a term ending 11/30/19
  2. Appoint Eric Wellman, (D) 21 Madison Lane, West Simsbury 06092, to the Insurance Committee with a term ending 12/04/17
  3. Appoint Todd Burrick, (D) 4 Victoria Lane, West Simsbury 06092 to the Insurance Committee with a term ending 12/04/17
  4. Appoint David Kraveski, (D) 24 Fairview St, Simsbury 06070, to the Tourism Committee with a term ending 12/04/17
  5. Appoint Joy Himmelfarb, 126 Hopmeadow St. #1H, Weatogue 06089, to the Tourism Committee with a term ending 12/04/17
7. **Financial Impact:** None
8. **Description of documents included with submission:**  
*The following documents are included with this submission and attached hereto:*

TOWN OF SIMSBURY – BOARD OF SELECTMEN  
REGULAR MEETING MINUTES – JANUARY 25, 2016  
“Subject to Approval”

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**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 Lisa Heavner; Board members Michael Paine, Cheryl Cook, Christopher Kelly, Elaine Lang and Sean Askham. Others in attendance included: Thomas Cooke, Director of Administrative Services, Attorney Robert DeCrescenzo and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**PUBLIC AUDIENCE**

Joan Coe, 26 Whitcomb Drive, spoke about the Charter Revision Commission, changing to a Professional Town Management form of government, CHFA and Eno Farms, and solar in Simsbury.

Robert Kalechman, 971 Hopmeadow Street, spoke about public gathering permits, selling alcohol at events, the marijuana factory, the Community for Care Committee and the Veteran’s Memorial.

**PRESENTATIONS**

There were no presentations at this time.

**FIRST SELECTMAN’S REPORT**

Ms. Heavner reminded every that there is a free seminar for small businesses on how to become certified in Connecticut on Thursday, January 28<sup>th</sup> from 4:30 to 6:30 p.m. in the Simsbury Public Library. If you want to attend, you will need to contact the Chamber of Commerce at (860) 651- 7307. For questions about the program itself, contact the Department of Administrative Services Supplier Diversity Program at (860) 713-5228.

Ms. Heavner thanked everyone who helped make the 6<sup>th</sup> Annual MLK Day a success. It was a very inspiring celebration.

Ms. Heavner said she will be holding an open house on Monday, February 1<sup>st</sup> from 4:30 to 6:30 p.m. in her office. This is an opportunity for residents to ask questions, voice concerns, and share opinions on the Town.

**SELECTMEN ACTION**

- a) **Appoint Akash Kaza as a youth member of the Community for Care Committee with an expiration date of December 4, 2017**

Ms. Heavner noted that Akash Kaza was running late and asked that this item be moved to the end of the action agenda. The Board agreed.

**b) Approve Tax Refunds**

Mr. Askham made a motion to approve tax refunds in the amount of \$11,080.82 as requested and approved by the Tax Collector. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**c) Approve a Resolution for Municipal Filing Pilot Program for Campaign Financing**

Ms. Heavner said the State Elections Enforcement Commission are 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 cycle election.

Ms. Keily, Town Clerk, explained the program, which would reduce staff time and have no budget impact to the Town at this time. She said right now the Commission is in charge of handling campaign finance reporting for State offices. Municipalities are required to receive financial reports from the municipality only. She said the SEEC would like to take all reports, State and Municipalities, and have them on their site to be able to look at. She is interested in applying to see if Simsbury can join the pilot program as it would be easier for staff and residents. Residents wouldn't have to drive to each municipality to check financial filings.

After some discussion, Mr. Askham made a motion:

“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.”

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

**d) Approve Revised 2016 Budget Workshop Dates**

Ms. Heavner said she would like a motion to approve the revised budget workshop dates.

Mr. Paine made a motion to approve the following Budget Workshop Dates:

Thursday, March 10<sup>th</sup> at 5:30 p.m.

Saturday, March 12<sup>th</sup> at 8 a.m.

With possible additional dates, if necessary, of Wednesday, March 16 at 5:30 p.m. and

Saturday, March 19<sup>th</sup> at 8:00 a.m.

Mr. Kelly seconded the motion. All were in favor and the motion passed.

**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**

Ms. Heavner said 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 and Town Counsel prepared a draft ordinance for consideration. The Open Space Committee voted unanimously to forward the draft ordinance to the Board of Selectmen.

Ms. Heavner said 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 and the Conservation Commission.

Attorney DeCrescenzo explained the proposed ordinance. He said this is property owned by the Town and designated as Open Space only.

After some discussion, Ms. Cook made a motion to set February 22, 2016 @ 6 p.m. for a Public Hearing for the proposed Amendment to 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, with the addition of a 60 day provision on item A1. Mr. Paine seconded the motion. All were in favor and the motion passed.

**Approve submission of Emergency Management Performance Grant Application for Fiscal Year 2015**

Ms. Heavner noted that this submission is done retroactively every year.

Mr. Askham made a motion to approve submission of Emergency Management Performance Grant Application for Fiscal Year 2015. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to amend the agenda to appoint Akash Kaza as a youth 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.

Ms. Cook made a motion to appoint Akash Kaza as a youth member of the Community for Care Committee with an expiration date of December 4, 2017. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Cook noted that Mr. Kaza asked what he could do to become more involved with the local government. He chose to be on this Committee and he comes highly recommended.

### **OTHER BUSINESS**

#### **a) Update on Senior Community Center Project**

Ms. Heavner said the Board received the consultant report, which has very interesting options. She asked that everyone read this report and give her feedback.

Ms. Heavner thanked everyone who worked so hard on this project.

Mr. Kelly said he thinks this report gives a lot of insight with a lot of viable options. He said the current information on demographics was very interesting as well.

Ms. Heavner said the report can also be seen online and asked the public look at it and give their feedback as well. This will be a long/hard process to make sure the final project is the right one for all.

### **APPOINTMENTS AND RESIGNATIONS**

Mr. Paine noted that the Board has inadvertently omitted a number of unaffiliated members who are on the Boards and Commission. He is asking that the Board amend the agenda to extend all the unaffiliated members, who are not on the agenda, for another month to be able to still use their valuable input.

Mr. Askham made a motion to amend the agenda to extend the terms of unaffiliated members to Boards and Commissions. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion to extend the terms of the unaffiliated members of the Boards and Commissions, who are not on this agenda, until the second Board of Selectmen meeting in February (February 22<sup>nd</sup>). Mr. Kelly seconded the motion. All were in favor and the motion passed.

**a) Acknowledge the resignation of Barbara L. O'Connor (D) as a regular member of the Tourism Committee effective January 8, 2016**

Mr. Askham made a motion to acknowledge the resignation of Barbara L. O'Connor as a regular member of the Tourism Committee effective January 8, 2016. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**b) Acknowledge the resignation of Jacqueline S. Battos (R) as an alternate member of the Zoning Commission effective January 12, 2016**

Mr. Askham made a motion to acknowledge the resignation of Jacqueline Battos as an alternate member of the Zoning Commission effective January 12, 2016. Ms. Lang seconded the motion. All were in favor and the motion passed.

**c) Acknowledge the resignation of Robert D. Pomeroy, Jr. (R) as a regular member of the Zoning Commission effective upon appointment of replacement member effective 1/25/16**

Mr. Askham made a motion to acknowledge the resignation of Robert D. Pomeroy, Jr. as a regular member of the Zoning Commission effective upon appointment of replacement member effective January 26, 2016. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**d) Appoint Jacqueline S. Battos (R) as a regular member of the Zoning Commission with an expiration date of December 4, 2017**

Mr. Askham made a motion to appoint Jacqueline S. Battos as a regular member of the Zoning Commission with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**e) Appoint Vaughn A. Marecki (R) as an alternate member of the Zoning Commission with an expiration date of December 4, 2017**

Mr. Askham made a motion to appoint Vaughn A. Marecki as an alternate member of the Zoning Commission with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**Aging and 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**

Mr. Askham made a motion to reappoint Victor Bible III as an alternate member of the Aging & Disability Commission with an expiration date of January 1, 2018. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**b) Reappoint Grace Comeau (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2020**

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

**c) Appoint April Schmidt (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2019**

Mr. Askham made a motion to appoint April Schmidt as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2019. Ms. Cook seconded the motion. All were in favor and the motion passed.

**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**

Mr. Askham made a motion to reappoint JoAnn M. Hogan and Charles A. Warren, Jr. as regular members of the Building Code Board of Appeals with an expiration date of January 1, 2021. Ms. Cook seconded the motion. All were in favor and the motion passed.

**Clean Energy Task Force**

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

Mr. Askham made a motion to reappoint Mark Scully, Susan Van Kleef, and Melissa Osborne as regular members of the Clean Energy Task Force with an expiration date of December 4, 2017. Ms. Lang seconded the motion. All were in favor and the motion passed.

**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**

Mr. Askham made a motion to reappoint Darren P. Cunningham and Andrew S. O'Connor as a regular member of the Conservation Commission / Inland Wetland Agency with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

**b) Appoint Craig MacCormac (R) as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2018**

Mr. Askham made a motion to appoint Craig MacCormac as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2018. Ms. Cook seconded the motion. All were in favor and the motion passed.

**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**

Mr. Askham made a motion to appoint Phillip J. Purciello as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**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**

Mr. Askham made a motion to reappoint Gerald A. Post as a regular member 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.

**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**

Mr. Askham made a motion to reappoint Madeleine P. Gilkey and Mary N. Turner as regular members of the Fair Rent Commission with an expiration date of November 30, 2019. Ms. Lang seconded the motion. All were in favor and the motion passed.

**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**

Mr. Kelly made a motion to reappoint Patricia F. Hyyppa as a regular member of the Historic District Commission with an expiration date of January 1, 2021. Ms. Cook seconded the motion. All were in favor and the motion passed.

#### **Insurance Committee**

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

Mr. Kelly made a motion to reappoint Peter C. Peterson, Paul H. Mikkelsen, Jr. and Edward F. Sparkowski as regular members of the Insurance Committee with an expiration date of December 4, 2017. Ms. Cook seconded the motion. All were in favor and the motion passed.

#### **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**

Mr. Kelly made a motion to reappoint Helen Peterson as a member at large of the Open Space Committee with an expiration date of December 4, 2017. Ms. Lang seconded the motion. All were in favor and the motion passed.

#### **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**

Mr. Kelly made a motion to reappoint Lucian M. Dragulski, Mary Lou Patrino and John J. Salvatore as regular members of the Public Building Committee with an expiration date of December 4, 2017. Ms. Cook seconded the motion. All were in favor and the motion passed.

#### **Recycling Committee**

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

Mr. Kelly made a motion to reappoint R. Kingsbury Chase, Lori P. Fernand, Rosemary V. Fusco, William P. Hantzogs, Alexandra Rice and Mary N. Turner as regular members of the Recycling Committee with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Heavner noted that the Public Building Committee reappointments should expire January 1, 2020.

Mr. Askham made a motion to reconsider the Public Building Committee motion. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to reappoint Lucian M. Dragulski, Mary Lou Patrina, and John J. Salvatore as regular members of the Public Building Committee with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

#### **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**

Mr. Kelly made a motion to reappoint Dominique Avery, Catherine Barnard, Patricia Carbone, Paulette Clark, Joyce R. Howard, Katherine A. Oakes, Diane Phillips, Charmaine L. Seavy and Richard D. Wagner, Jr. as regular members of the Tourism Committee with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

- b) Reappoint Elizabeth Keppel (R) as a regular member of the Tourism Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Elizabeth Keppel as a regular member of the Tourism Committee with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

#### **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**

Mr. Kelly made a motion to reappoint Edward J. Kelly and Loren Shoemaker as regular members of the Water Pollution Control Authority with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

#### **Technology Task Force Committee**

- a) Reappoint Harald Bender (U), Lawrence A. DiSciacca (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**

Mr. Kelly made a motion to reappoint Harald Bender, Lawrence A. DiSciacca, Michael T. Doyle, Laurel E. Hennebury, John W. Jahne, Mark A. Orenstein, Jerry P. Queen, Ramon W. Rosati, William J. Rucci, Jeremy B> Wallman, and Eric J. Zemantis as regular members of the Technology Task Force with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

### **REVIEW OF MINUTES**

#### **a) Regular Meeting of January 11, 2016**

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

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

1. **Personnel** – no report at this time.
2. **Finance** – Ms. Heavner said the Board of Selectmen and Finance Sub-Committee met to discuss insurance participations. This is being looked at by our attorneys and financial advisors. Hopefully they will have some information for the Board meeting next month.
3. **Welfare** – no report at this time.
4. **Public Safety** – Mr. Askham said there will be an emergency disaster drill that the Town is organizing. There is more information to come. Ms. Heavner asked that the other Board Members be sure to do their NIMS training 100.

Mr. Askham noted that the Town did have a recent structural fire and there were no working fire alarms in the structure. However, everyone, including pets, did get out safely.

Ms. Heavner also asked that during snow storms that everyone clear their fire hydrants.

5. **Board of Education** – Ms. Cook said the SCTV website is showing the Community for Care updates. There is also a background on their mission.

Ms. Cook said Community for Care have four public programs on their agenda for this year. The programs will be held in the Library. Please check the website for all the information. The programs are set up to help all different demographics in Town. All problems are community problems, not just school problems.

Ms. Lang said the 6<sup>th</sup> Annual MLK Day was held at First Church. There were eloquent speakers, and great singers at the event. She thanked everyone for their help with this event.

Ms. Cook said a High School student vote her a letter about possibly using the electric sign in front of Town Hall when there are meetings to be held to better inform people of the meetings.

Mr. Askham said the Economic Development Committee passed their budget. There was additional discussion on setting up an infrastructure fund again. Mr. Cooke said he is preparing a memo on this fund for the EDC and he will forward it to the Board as well. He asked the Board to look at this and share their thoughts.

**ADJOURN TO EXECUTIVE SESSION**

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

Mr. Askham made a motion to adjourn to Executive Session to discuss possible lease or purchase of property for Senior/Community Center including 828 Hopmeadow Street at 7:30 p.m., including Thomas Cooke and Attorney Robert DeCrescenzo, Esq. in attendance. Mr. Paine seconded the motion. All were in favor and the motion passed.

**ADJOURN FROM EXECUTIVE SESSION**

Mr. Askham made a motion to adjourn from Executive Session at 8:02 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

**ADJOURN**

Mr. Askham made a motion to adjourn the meeting at 8:02 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk