

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 – March 28, 2016 – 6:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

To receive public comment concerning the proposed Amendment to the Simsbury Code of Ordinances, inserting a section on Board of Assessment Appeals: Expansion of the Membership of the Simsbury Board of Assessment Appeals

CLOSE PUBLIC HEARING

PUBLIC AUDIENCE

PRESENTATIONS

- Connecticut Natural Gas in Simsbury

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- a) Budget Discussion and Possible Action
- b) Discuss Proposed Amendment to Town Code 141 Tax Abatement for Volunteer Fire Fighters and Ambulance Personnel and Set Public Hearing Date
- c) Possible Action on Amendment to the Simsbury Code of Ordinances, inserting a section on Board of Assessment Appeals: Expansion of the Membership of the Simsbury Board of Assessment Appeals
- d) Tariffville Water Storage Tank Replacement Project:
 - 1) Referral of proposed project for action by the Planning Commission in accordance with requirements under Section 8-24 of the Connecticut General Statutes
 - 2) Referral to the Open Space Committee, Culture, Parks & Recreation Commission and the Conservation Commission for a review and report to the Board of Selectmen on the proposed disposition of an interest in real estate as part of the project

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LHeavner@simsbury-ct.gov
www.simsbury-ct.gov
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8:30 – 7:00 Monday
8:30 – 4:30 Tuesday through Thursday
8:30 – 1:00 Friday

- e) Approve Tax Refunds

OTHER BUSINESS

- a) Update on Senior Community Center Project

APPOINTMENTS AND RESIGNATIONS

- a) Acknowledge the resignation of Paul E. Holland (R) as a regular member of the Building Code Board of Appeals effective March 21, 2016
- b) Appoint Lisa Heavner (D), Michael Paine (R), Roger Spear (R), Tom Horan (D), T.J. Donohue (D) and Len Lanza as regular members of the Hometown Hero Selection Committee with an expiration date of December 4, 2017

REVIEW OF MINUTES

- a) Regular Budget Workshop Meeting of March 10, 2016
- b) Regular Budget Workshop Meeting of March 12, 2016
- c) Regular Board of Selectmen Meeting of March 14, 2016
- d) Special Budget Workshop Meeting of March 16, 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

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Requested an amendment to Town Code 141 Tax abatement for Volunteer Fire fighters and Ambulance personnel.
2. **Date of submission:** 3/25/2016
3. **Date of Board Meeting:** 3/28/16
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):
Simsbury Volunteer Fire Company and Simsbury Fire District,
Chiefs Jim Baldis and Kevin Kowalski
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.):
We are requesting that the Tax abatement ordinance be amended to allow Volunteer firefighters and Ambulance persons to receive the full amount available to them in 5 years verses 10 years. Additionally to allow for changes to the requirements to conform to the Bylaws of their specific organization.
The surround communities receive the full amount within 2 years.
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):

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:

Bloomfield's Tax Abatement program

-
- . 91-01, 12-9-91)
- **Sec. 18-6. - Tax abatement for volunteer firefighters and ambulance personnel.**
 - (a) Pursuant to the authority granted by [Section 10](#) of Public Act 00-120, the Town of Bloomfield hereby authorizes a property tax abatement to volunteer firefighters and ambulance personnel.
 - (b) Members of the Bloomfield Center Fire Department, Blue Hills Fire Department and the Bloomfield Volunteer Ambulance Association who reside or pay real and/or personal property tax in the Town of Bloomfield shall be eligible when meeting the following criteria:
 - (1) Such member has served as a volunteer firefighter or ambulance association member for not less than one (1) year by July 1 of the current year to be eligible for a tax abatement on July 1 of the following year; and
 - (2) Such member has been certified by either the chief or chief executive officer of the respective organization as having met that organization's service requirement for the year preceding such certification.
 - (c) Annually, between January 1 and January 30, the chief or chief executive officer of each organization shall provide the town manager with a written statement certifying the following:
 - (1) The name and address of the qualifying volunteer;
 - (2) That said volunteer has served for not less than one (1) year by July 1 of the preceding calendar year; and
 - (3) That such volunteer met that organization's service requirement for preceding calendar year.
 - (d) Any volunteer so certified as being qualified for a tax abatement shall have his/her real estate and/or personal property taxes owed to the Town of Bloomfield abated in the next fiscal year beginning July 1 in an amount up to, but not in excess of, one thousand dollars (\$1,000.00).
 - (e) This tax abatement shall be applicable for any real property or personal property owned by any such volunteer eligible for such abatement; whether such property is owned individually or jointly with other persons.
 - (f) Failure to make full utilization of the credit (or any use whatsoever), because of grand list property of insufficient value, shall not be construed so as to create any additional tax relief or any carry-over abatement credit for use in subsequent fiscal years.
 - (g) The credit afforded hereunder shall terminate at the end of the fiscal year in which a qualifying volunteer dies.

- (h) The Tax Collector of the Town of Bloomfield shall maintain the documents submitted pursuant to subsection (c) herein, and a record of all taxes abated in accordance with this section.
- (i) The Town of Bloomfield may enter into interlocal agreements with other municipalities for the purpose of providing property tax relief to volunteer firefighters and ambulance personnel who live in one municipality but who volunteer their services in another municipality.
- (j) This section shall be applicable to assessment years commencing October 1, 2000, and shall be effective twenty-one (21) days after publication.

(Ord. No. 2001-1, 4-9-01)

Editor's note—

Ord. No. 2000-1, adopted April 9, 2001, amended the Code by the addition of § 18-16; however said provision has been redesignated as [§ 18-6](#) at the editor's discretion for purposes of maintaining the Code's format

AVON Program

- **Sec. 55-34. - Volunteer firefighter tax relief.**

- (a) *Purpose.* The purpose of this section is to provide tax relief for those who volunteer their services as firefighters for the Town and thereby to help retain the Town's existing volunteer firefighters and attract new firefighters.
- (b) *Establishment of tax relief program.* Pursuant to G.S. § 12-81w, the Town hereby authorizes annual exemptions in the assessed value of the real or personal property of a volunteer firefighter. No such exemption shall exceed an amount which, when multiplied by the then-applicable mill rate of the Town, would provide a reduction in the property taxes of an eligible volunteer firefighter of more than \$1,000.00. The Town may enter into inter-local agreements with other municipalities for the purpose of providing property tax relief to volunteer firefighters who live in one municipality but who volunteer their services in another municipality.
- (c) *Regulations.* The Town Council shall, by the adoption of regulations, establish a range of exemptions and the eligibility criteria for such exemptions, up to the maximum amount permitted by this section.

(Ord. No. 68, §§ I—III)

Granby Program

Exemption for Volunteer Fire and Ambulance Personnel

[Adopted 10-1-2002]

§ 156-9. Purpose. 5

In recognition of the benefits provided to the Town of Granby and its residents and businesses by the dedicated service of the Town's volunteer fire and ambulance

4. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

5. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

personnel, the Town hereby establishes a tax exemption program, pursuant to C.G.S. § 12-81w, for unpaid volunteer fire and ambulance personnel on the conditions outlined below.

§ 156-10. Eligibility.

A. A member in good standing of the Lost Acres Fire Department (LAFD) or the Granby Ambulance Association (GAA) who resides in the Town of Granby shall be eligible to receive an exemption of municipal taxes, as described in § 156-12 below, when he or she meets the following criteria:

(1) The member must not receive any remuneration, other than incidental payments or reimbursement of lost wages if called to court, from the Town for his or her service with the LAFD or GAA;

(2) The member must have completed one year of continuous service with the LAFD or GAA on or before October 1 of a given year in order to be eligible for a tax exemption on July 1 of the next following year; and

(3) The member must be certified by the Chief of the LAFD or President of the GAA to have met criteria defined by that organization as defined in § 156-11 below.

B. The criteria defined by each organization shall be reviewed and approved by the Board of Selectmen prior to implementation. Any changes in the criteria shall likewise require Board of Selectmen approval before implementation. Criteria will be placed on file as a matter of public record in the office of the Granby Town Clerk. Said criteria are subject to annual change in accordance with § 156-10B.6

§ 156-11. Certification.

A. On or before October 1 of each year, the Chief of the LAFD and the President of the GAA shall submit to the Assessor a list of the members of their respective organizations who are eligible as defined in § 156-10 above. This list shall include the address of each individual and the amount, as determined from the schedule in § 156-12 below, for which the member is eligible.

B. The Chief of the LAFD and President of GAA shall cause such records as may be required by the Town to be maintained in order to verify members' eligibility.

These records shall be available at any time during normal business hours for audit by Town staff or by persons employed by the Town for that purpose.

§ 156-12. Exemption benefit and schedule.

Exemption of municipally levied real property and motor vehicle taxes ("property taxes") for which the eligible member may be liable shall be granted to eligible members of the LAFD and GAA on October 1 of the year following their certification of eligibility, as

defined in § 156-11 above, according to the following:

6. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

A. Maximum benefit. The maximum benefit shall be defined as an exemption applicable to the assessed value of real or personal property up to an amount equal to the quotient of \$1,000,000 divided by the Town's mill rate in effect at the time of the assessment, expressed as a whole number of dollars per \$1,000 of assessed value. The maximum benefit amount may not exceed \$1,000.

B. Benefit schedule.

(1) An eligible member shall receive the maximum benefit, as defined above; provided, however, that no member will be entitled to an exemption of more than the total property taxes for which he or she is liable to the Town of Granby.

(2) The amount listed above may be modified as described under §§ 156-14 and 156-17 below.

§ 156-13. Retirement benefit.

A member who has served a minimum of 20 years on active duty with either the LAFD or GAA and has left the organization in good standing after the effective date of this article shall be eligible to continue to receive the maximum benefit, as defined in § 156-12, annually for as long as he or she owns property subject to property tax in Granby and

is a resident thereof. The benefit shall end at the earlier of the death of the member or the

transfer of all property subject to such tax. In order to qualify for this benefit a member must complete a minimum of two years' active service after the effective date of this article. A member who is on an LAFD or GAA granted medical leave, military service with the United States, or absent due to injury where workers' compensation is invoked is

considered to be in active service for the purposes of this article.

§ 156-14. Individual maximum.

The maximum exemption anyone person may be eligible to receive is 1 1/2 times the maximum benefit described in § 156-12 above. A person who is an eligible member of both the LAFD and GAA will not receive full separate exemptions for service in both organizations.

§ 156-15. Years of service.

To be eligible for exemption as described in this article, a member of the LAFD or GAA must serve continuously for the designated period outlined in § 156-12 above. Years of service shall not be deemed to be interrupted if LAFD or GAA grants medical leave, or military service leave with the United States, or by periods of absence for disability for which LAFD or GAA workers' compensation benefits are paid. Otherwise, when a person has served as a volunteer with LAFD or GAA, left such service and then returned,

he or she shall not be eligible for exemption until he or she has completed one full fiscal year of service. Upon his or her completion of this year's service, his or her total years of

service shall then be deemed to include the total number of years previously served plus the one year.

§ 156-16. Application and record of exemption.

A. The exemption under this article shall be applied first to any real property owned by the eligible member and taxable in the Town of Granby and then against any motor vehicles so owned and taxable.

B. The exemption under this article shall be applicable for any real property or motor vehicle of an LAFD or GAA volunteer eligible for such exemption whether such property is owned individually, jointly, or as tenant in common with one or more other persons; provided, however, that the maximum benefit may not exceed the volunteer's proportionate share of tax.

C. The Assessor for the Town of Granby is delegated the authority to administer this program and promulgate such forms, rules and regulations consistent with this article and applicable state statutes.

D. The Assessor of the Town of Granby shall maintain a record of all exemptions granted in accordance with this article and shall report this amount from time to time to the Board of Selectmen and Board of Finance.

§ 156-17. Proration.

A. If a person is certified as being eligible for benefits, as defined in § 156-12 above, on October 1 of a given year and subsequently, prior to July 1 of the next following year, becomes ineligible, the benefit he or she would have received will be prorated for the period during which he or she was eligible.

B. If a person receiving benefits from this article transfers, assigns, grants or otherwise conveys the property to which the exemption is applied or if that person dies, the exemption amount to which that individual would otherwise be entitled, as determined in § 156-12, shall be prorated according to state Office of Policy and Management guidelines.

§ 156-18. Effective date.

This article shall become effective commencing with the October 1, 2002, Grand List.
ARTICLE IV

To: SFD Executive Committee members

From: KJ Kowalski

February 5 2016

Subject: NOTES on Simsbury Property Tax abatement for Volunteers change.

Content:

The following is an over view of existing costs and potential cost after an ordinance change.

Active members receiving abatement- 48

Retired members receiving an abatement-14 @\$1000.00

Current breakdown of the benefit for active members:

30 members receiving \$1000.00

4 members receiving \$800.00

6 members receiving \$600.00

5 members receiving \$400.00

3 members receiving \$200.00

48 active members = \$39,400.00

14 retired members= \$14,000.00

Total cost=_____ \$53,400.00

If we change the program to 2year=\$500.00 and 5year=\$1000.00 cost would increase by **\$7,100.00**. to \$60,500.00.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Board of Assessment Appeals Ordinance
2. **Date of submission:** March 24, 2016
3. **Date of Board Meeting:** March 28, 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

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 proposed Amendment to the Simsbury Code of Ordinances, inserting a section on Board of Assessment Appeals: Expansion of the Membership of the Simsbury Board of Assessment Appeals

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) Publish legal notice by approximately April 4, 2016 for the ordinance to become effective 21 days later.

ii) Assessor and Town Counsel

iii) N/A

iv) The ordinance as presented was drafted by town counsel.

v) Only previously submitted information.

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:

Proposed ordinance as published for the public hearing

**TOWN OF SIMSBURY
PUBLIC HEARING NOTICE**

Notice is hereby given that the Board of Selectmen will hold a public hearing on Monday, March 28, 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 the Simsbury Code of Ordinances, inserting a section on Board of Assessment Appeals: Expansion of the Membership of the Simsbury Board of Assessment Appeals. Copies of the proposed changes can be found on the Town of Simsbury's website, 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, March 28, 2016 at 6:00 p.m.

**TOWN OF SIMSBURY
PROPOSED AMENDMENT
TO THE SIMSBURY CODE OF ORDINANCES**

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 additional regular members 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.

Public Hearing Date: Monday, March 28, 2016 at 6:00 p.m.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tariffville Water Storage Tank Replacement Project
2. **Date of submission:** 3/17/2016
3. **Date of Board Meeting:** 3/28/2016
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):** Woodard & Curran, Inc. on behalf of the Tariffville Fire District Water Commission, will present the information to the Board of Selectmen. Contact Jay Sheehan at 860-265-6385 or Shelby Beauchemin at 860-253-2221 for additional information. Woodard & Curran, 1699 King Street, Suite 406, Enfield, CT 06082
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: Review the attached letter and recommend the project to the Planning Commission.
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.):** Please see attached letter.

7. **Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):** The project will be financed by the Tariffville Fire District Water Commission.

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:

Letter Request for Placement on Board of Selectmen Agenda

Attachments:

Conservation and Public Recreation Easement and Agreement

Half scale Design Drawings

Wetlands and Watercourses Report

Half scale Proposed Easement Drawing

Letter - Department of Energy and Environmental Protection - Office of Environmental Review

Via Regular US Mail

March 17, 2016



Ms. Lisa Heavner, First Selectman
Simsbury Board of Selectman
933 Hopmeadow Street
Simsbury, CT 06070

Re: Tariffville Water Storage Tank Replacement – Request for Placement on Board of Selectmen Agenda

Dear First Selectman:

Woodard & Curran (W&C), on behalf of the Tariffville Fire District Water Commission (TWC), is requesting to be placed on the Board of Selectmen (BOS) agenda for the TWC water storage tank replacement project on Laurel Hill. We ask that the BOS review the project and forward it to the Planning Commission who will review and forward to the Inland Wetlands and Watercourses Commission and the Zoning Commission. Should the Town of Simsbury (Town) determine that the Amendment to Section 21-8 of the Code of Ordinances be applicable to this project, it will also be forwarded to the Culture, Parks and Recreation Commission.

The existing water storage tank is a cast-in-place concrete tank constructed over 80 years ago and is nearing the end of its useful life. We propose replacing the existing water storage tank in-kind with a new tank of similar capacity and materials of construction. This project supports the Plan of Conservation and Development goals of Infrastructure Policy 1.

The proposed tank will have an identical footprint and will be located immediately adjacent to the existing tank. This adjacent parcel was granted to the Town as Open Space under the Conservation and Public Recreation Easement and Agreement between the Town and the State of Connecticut in 2010. Please refer to the attached Agreement.

The existing water storage tank is located on an easement that measures 70 feet by 70 feet square. The existing easement is not large enough for the current utility infrastructure and maintenance activities, and the majority of the fence surrounding the existing water storage tank is located outside of the easement. To provide an arrangement where all TWC's infrastructure and maintenance activity take place within the boundaries of an established TWC easement, the proposed easement for the water storage tank is on a 100 feet by 100 feet parcel. Additional area is required for the drain outlet of the tank in order to pipe the water to a location that will avoid discharge into the wetlands. Draining water from the tank is only expected in the situation where emergency repairs may be required on the internal piping within the tank. TWC does not anticipate draining the tank on a routine basis because no internal regular maintenance is required by the tank manufacturer. The wetlands are shown on the attached Design Drawings and the Wetlands and Watercourses Report is attached. The proposed easements are shown on the attached Easement Drawings.

Please note, on the attached Easement Drawing we also show a proposed easement around an existing pipeline. The TWC always believed that Eversource (formerly Connecticut Light and Power) had an easement encompassing Woods Road and the water main. During the survey for this project, we discovered that there was no existing easement along this roadway. This is a critical water main as the



old main traversed through wetlands, wooded area, crossed the Metacomet Hiking Trail and is comprised of outdated and collapsing materials.

The proposed tank location has been reviewed by the Department of Energy and Environmental Protection (DEEP) and the Office of Environmental Review (OER) has determined that Federal and State listed endangered, threatened species or species of special concern (pursuant to section 26-306 of the CGS) are not present at the project site. Attached you will find the letter from the DEEP OER.

The Department of Public Health (DPH) has been involved in the decision to replace the existing storage tank since the preliminary conceptual stages. The water storage tank improvements are being funded through the Connecticut DPH Drinking Water State Revolving Fund (DWSRF) and the project is slated for partial grant and low interest loan. As such, the DPH reviewed the previously completed tank inspection and the alternatives analysis, known as the Preliminary Engineering Report. The report reviewed options for the tank including rehabilitation, replacement and elimination of the tank through connection to an adjacent water supply. The DPH supports full tank replacement in a location adjacent to the existing tank.

On March 14, 2016, the Drawings and Project Manual were submitted to the DPH for technical review of the design and conformance with SRF funding guidelines. We expect to hear back from DPH technical review staff in the middle of April with approval.

The TWC has made significant progress over the last few years improving the public water system. The project to replace the existing water storage tank is just one of their recent accomplishments. The TWC has created an Asset Management Plan to collect and organize information for the pipes, valves and hydrants within the distribution system and use their age and recommended useful life to prioritize replacement schedules. They have devised a Fiscal Management Plan to review their current finances and predict the funds necessary for future improvements, including replacement of the water storage tank. They have also replaced a critical length of water main and emergency generators.

We request that the water storage tank replacement project and easement adjustment be placed on the agenda of the next regularly scheduled Board of Selectman. We look forward to your response and discussing the project with you in greater detail. Should you have any questions regarding the project or this request, please feel free to contact me at 860-265-6385.

Sincerely,

WOODARD & CURRAN

Jay G. Sheehan, P.E.
Senior Principal

Enclosures: Conservation and Public Recreation Easement and Agreement
Half scale Design Drawings
Wetlands and Watercourses Report
Half scale Proposed Easement Drawing
Letter - Department of Energy and Environmental Protection - Office of Environmental Review

cc: Jeff Shea, P.E., Simsbury Town Engineer
James Rabbit, Simsbury Director of Planning and Community Development
Scott Madigan, Tariffville Fire District Water Commission

CONSERVATION AND PUBLIC RECREATION EASEMENT AND AGREEMENT

Land Acquisition & Management Division
Department of Environmental Protection
79 Elm Street
Hartford, CT 06106-5127

VOLUME _____
PAGE _____

**CONSERVATION AND PUBLIC RECREATION
EASEMENT AND AGREEMENT
MUNICIPALITY OF SIMSBURY LAUREL HILL PROPERTY OSWA-349**

TO ALL PEOPLE TO WHOM THESE PRESENTS SHALL COME, GREETING:

WHEREAS, The Town of Simsbury holds title to 59.68 ± acres of real property in the territorial limit of the Town of Simsbury, formerly of Estate of Maurice R. Gersten, late, of the Town of Simsbury, Connecticut.

WHEREAS, in addition to its value as a natural area, said property is also a scenic resource of the State of Connecticut and can provide access to regionally significant water related recreational opportunities for the general public;

WHEREAS, the preservation of the above mentioned land and water resources will yield a significant public benefit for passive recreation and open space protection;

WHEREAS, the anticipated use of the land by the Town of Simsbury is consistent with the DEP's conservation and preservation interests, and the Town of Simsbury has a shared interest with DEP in seeing that these conservation-minded practices continue;

WHEREAS, the State of Connecticut has established The Open Space and Watershed Land Acquisition Grant Program to provide grants to municipalities and nonprofit land conservation organizations to acquire land or permanent interests in land for open space and watershed protection and to water companies, as defined in Connecticut General Statutes (CGS) Section 25-32a, to acquire and protect land which is eligible to be classified as Class I or Class II land, as defined in CGS Section 25-37c, after acquisition;

WHEREAS, all lands or interests in land acquired under The Open Space and Watershed Land Acquisition Grant Program shall be preserved in perpetuity predominantly in their natural and scenic and open condition for the protection of natural resources while allowing for recreation consistent with such protection and, for lands acquired by water companies, allowing for the improvements necessary for the protection or provision of potable water;

WHEREAS, a permanent Conservation Easement, as defined in CGS Section 47-42a, shall be executed for any property purchased with grant funds through The Open Space and Watershed Land Acquisition Grant Program and which Conservation Easement shall provide that the property shall remain forever predominately in its natural and open condition for the specific conservation, open space or water supply purpose for which it was acquired;

WHEREAS, the Conservation Easement shall be in favor of the State acting through the Commissioner of Environmental Protection;

WHEREAS, such Conservation Easement shall include a requirement that the property be made available to the general public for appropriate recreational purposes, the maintenance of which recreational access shall be the responsibility of the Town of Simsbury;

WHEREAS, the Town of Simsbury and the State of Connecticut agree that limited public recreation on said property can be provided without significant impact to the natural resources on said property, conservation of those resources having been the primary reason for its acquisition by the Town of Simsbury.

NOW, THEREFORE, the TOWN OF SIMSBURY, a municipal corporation having its territorial limits within the County of Hartford and State of Connecticut, (the "Grantor"), for One Dollar and other good and valuable consideration received to its full satisfaction of the STATE OF CONNECTICUT, a sovereign, (the "Holder") and in consideration of the mutual covenants, terms, conditions and restrictions herein contained, GRANTOR, its successors and assigns, does hereby give, grant, bargain, sell, convey and confirm in perpetuity unto the HOLDER and its successors or assigns forever with Warranty Covenants, a Conservation and Public Recreation Easement in perpetuity, of the nature and character and to the extent hereinafter set forth, over property situated in the Town of Simsbury, County of Hartford, State of Connecticut, (the "Protected Property"), as described in Schedule A.

1. Purpose. It is the purpose of this Conservation and Public Recreation Easement to assure that the Protected Property will be retained forever predominantly in its natural, scenic, forested, and/or open space condition, and to provide opportunities for public recreation on the Protected Property, while preventing any use of the Protected Property that will significantly impair or interfere with the conservation values or interests of the Protected Property, described above. It is the intent of this easement that any management activities or alterations of the natural landscape or provision for access or recreation shall be consistent with the conservation purposes above.

2. Development Rights and Restrictions. No building, residential dwelling, structure, parking lot, driveway, road or other temporary or permanent structure or improvement requiring construction shall be placed upon the Protected Property except as provided hereinbelow, the following reservations to be consistent with the conservation and public recreation purposes above:

a) Grantor reserves the right to maintain existing unpaved driveways, footpaths and other minor surface alterations; to excavate and fill as necessary to accomplish permitted building, recreational and silvicultural activities, and to construct, maintain and reconstruct additional unpaved footpaths or minor, roofless rustic improvements necessary or appropriate to assure safe passage, prevent erosion, or to enhance or protect the natural habitat.

b) All rights reserved herein by the Grantor may only be exercised subject to all applicable governmental permits and approvals required by law. Nothing herein shall commit the Holder to grant any such approval or permit.

c) Grantor reserves the right to manage and monitor the Protected Property for rare and endangered species, such activities including, but not limited to:

1) The rerouting or closing of trail segments or public access points that pose a substantial threat to protected species, provided that a system of public access trails remains open to the public at all times;

2) The right to grant access to the site for research;

3) Use of the property for educational and outreach purposes, including limited attendance walks and on-site stewardship training programs.

Grantor agrees that the activities or uses contemplated above shall not unreasonably interfere with the use of the Protected Property by the general public. All rights not specifically granted are hereby reserved by Grantor.

3. Provision of Public Recreation. The Grantor agrees to allow the public access to the Protected Property for passive recreational purposes and to use such trails or other facilities as they may exist or be developed, or where such use is permitted by the Department of Health on Class I and Class II Watershed Land. The public shall be defined as any resident of any municipality, state, country or nation. The Grantor may develop passive recreational facilities and support facilities for those passive activities on the Protected Property if none exists. Passive recreation shall be defined as recreational trail usage (non-motorized), recreational activities which do not require a formalized delineated playing field or area, picnicking, fishing, hunting, non-motorized boating and environmental education.

4. Other activities. No commercial, industrial, quarrying, or mining activities are permitted on the Protected Property.

5. Water Protection and Waste Disposal. The use of chemical herbicides, pesticides, fungicides, fertilizers and other agents must be limited to prevent any demonstrable adverse effect on wildlife, waters, and other important conservation interests to be protected by this Easement.

It is forbidden to dispose of or to store rubbish, garbage, debris, abandoned equipment, parts thereof, or other unsightly, offensive, toxic or hazardous waste material on the Protected Property except that vegetative waste may be composted, and other waste generated by permitted uses on the Protected Property may be stored temporarily in appropriate containment for removal at reasonable intervals, subject to all applicable local, state, and federal laws and regulations.

The Grantor covenants and represents that, to the best of Grantor's knowledge, no hazardous substance or toxic waste exists nor has been generated, treated, stored, used, disposed of, or deposited in or on the Protected Property, and that there are not now any underground storage tanks located on the Protected Property.

6. Costs and Taxes. Grantor acknowledges that the Holder has no possessory rights in the Protected Property, nor any responsibility or right to control, maintain, or keep up the Protected Property. Grantor is responsible to pay and discharge when due all property taxes and assessments and to avoid the imposition of any liens that may impact Holder's rights hereunder. Grantor is responsible for all costs and responsibility of ownership, control, operation, maintenance, and upkeep of the Protected Property and will, to the fullest extent permitted by law, defend, release, relieve, hold harmless, and indemnify Holder, its officers, directors, agents, and employees therefrom and from any claims for damages which arise therefrom, except for harm caused by the negligent act or misconduct of Holder, or as may arise out of its workers' compensation obligations. This provision shall not be construed as a waiver of sovereign immunity.

Grantor shall pay before delinquency all taxes, assessments, fees, and charges of whatever description levied on or assessed against the Protected Property by competent authority (collectively "taxes"), and shall furnish Holder with satisfactory evidence of payment upon request. In order to assure the continued enforceability of this

Conservation Easement. Holder is authorized but in no event obligated to make or advance any payment of taxes, upon three (3) days prior written notice to Grantor, in accordance with any bill, statement, or estimate procured from the appropriate authority, without inquiry into the validity of the taxes or the accuracy of the bill, statement, or estimate, and the obligation created by such payment shall bear interest until paid by Grantor at the lesser of two (2) percentage points over the prime rate of interest from time to time announced by Chemical Bank of New York or the maximum rate allowed by law. Holder shall have the right to place a lien on property of the Grantor in the event that the payment is not reimbursed to Holder within thirty (30) days.

7. Subdivision Limitation and Subsequent Transfers. The Protected Property must remain as an entity in a single ownership, and may not be divided, subdivided, partitioned or otherwise separated into parcels or lots, whether or not said Protected Property may be described herein, or have been described in any prior deed, as more than one piece or parcel of land.

Grantor agrees that the terms, conditions, restrictions, and purposes of this grant or reference thereto will be inserted by Grantor in any subsequent deed or other legal instrument by which the Grantor divests either the fee simple title or possessory interest in the Protected Property; and Grantor further agrees to notify Holder of any transfer at least thirty (30) days in advance thereof.

8. Miscellaneous.

a) Grantor represents that as of the date of this grant there are no liens or mortgages outstanding against the Protected Property. The rights of the Holder to enforce the terms, restrictions and covenants created under this easement shall not be extinguished by foreclosure of any mortgage or any publicly or privately placed lien, regardless of any subsequently placed mortgage or lien.

b) If any provision(s) of this Conservation and Public Recreation Easement or the application thereof to any person or circumstance is found to be invalid, the remainder of the provisions of this Conservation and Public Recreation Easement and the application of such provisions to persons or circumstances other than those as to which it is found to be invalid, shall not be affected thereby.

c) Any uncertainty in the interpretation of this Conservation and Public Recreation Easement should be resolved in favor of conserving the Protected Property in its natural and scenic state.

d) If this Easement is extinguished by court order, or the powers of eminent domain, the proceeds of any taking or sale of the unrestricted property shall be divided between Grantor and Holder in the same proportion as the value of their respective interests, so calculated, as of the date of this grant, excepting any part of such proceeds attributable to improvements to the Protected Property made after the date of this grant. Holder will use such proceeds for its conservation purposes.

9. Remedies and Enforcement.

a) This Conservation and Public Recreation Easement granted hereby constitutes a conservation restriction on the Protected Property in favor of the Holder and its successors and assigns pursuant to CGS Section 47-42a, as amended. Pursuant to CGS Section 47-42b, as amended, this Conservation and Public Recreation Easement shall not be unenforceable on account of lack of privity of estate or contract or lack of benefit to particular land. Pursuant to CGS Section 47-42c, this Conservation and Public Recreation Easement may be enforced by injunction or proceedings in equity, or in any other manner permitted by law. It is further agreed by the parties that the Public Recreation Easement granted hereby may be enforced at law or in equity.

b) The failure or delay of the Holder, for any reason whatsoever, to enforce this Conservation and Public Recreation Easement shall not constitute a waiver of its rights and Grantor hereby waives any defense of laches, prescription, or estoppel.

c) Grantor is not responsible for injury to or change in the Protected Property resulting from "acts of God" so called, such as, but not limited to, fire, flood, storm, and earth movement, or from any prudent action taken by Grantor under emergency conditions to prevent, abate, or mitigate significant injury to the Protected Property resulting from such causes. If a Court (or other decision maker chosen by mutual consent of the parties) determines that this Conservation and Public Recreation Easement has been breached, Grantor will reimburse Holder for any reasonable costs of enforcement, including court costs, reasonable attorneys' fees, and any other payments ordered by such Court.

d) The terms and conditions of said easement hereinabove set forth shall be binding upon and inure to the benefit of the Holder and its successors or assigns. However, said Conservation and Public Recreation Easement shall not entitle the Holder or its successors or assigns to any right of entry or use of the Protected Property except as provided herein and for periodic inspections in a reasonable manner and at reasonable times to ensure compliance with the conservation and recreation purposes above.

e) The captions herein have been inserted solely for convenience of reference and are not a part of this Conservation Easement and shall have no effect upon construction or interpretation.

10. Notices. Any notice to Holder required hereunder must be made by certified mail, return receipt requested, addressed to:

State of Connecticut
Department of Environmental Protection
Office of the Commissioner
79 Elm Street
Hartford, CT 06106

or such other address as may be furnished in writing.

Any notice to Grantor required hereunder must be made by certified mail, return receipt requested, addressed to:

Office of the First Selectman
Town of Simsbury
933 Hopmeadow Street
Simsbury, CT 06070

or such other address as may be furnished in writing.

Any notices to Holder or requests for Holder consent, required or contemplated hereunder, must include, at a minimum, sufficient information to enable the Holder to determine whether proposed plans are consistent with the terms of this Conservation and Public Recreation Easement and the conservation and recreation purposes hereof.

TO HAVE AND TO HOLD the above granted and bargained Conservation and Public Recreation Easement unto the said Holder and its successors and assigns forever.

AND THE GRANTOR, its successors and assigns does COVENANT with the Holder that it will WARRANT AND DEFEND the Protected Property to the said Holder and its successors and assigns forever, against the lawful claims and demands of all persons claiming by, through or under it.

REMAINDER OF PAGE IS BLANK.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals.

TOWN OF SIMSBURY

WITNESSES

Signature
Name in print

Mary A. Glassman
Mary A. Glassman
First Selectman
Duly Authorized



Susan B. Mazurski
Name SUSAN B. MAZURSKI
Richard L. Sawitzke
Name Richard L. Sawitzke

STATE OF CONNECTICUT)
COUNTY OF HARTFORD)

SS. TOWN OF SIMSBURY



The foregoing instrument was acknowledged before me this 6th day of May, 2010, by Mary A. Glassman, First Selectman, Town of Simsbury, Connecticut.

Susan B. Mazurski
Commissioner of the Superior Court
Notary Public
My Commission Expires 12-31-2014

STATE OF CONNECTICUT

The foregoing Conservation Easement is accepted this 3rd day of June, 2010, by Amey W. Marrella, Commissioner, Department of Environmental Protection, Pursuant to Connecticut General Statute 7-131d(e).

Amey W. Marrella
Amey W. Marrella
Commissioner
Department of Environmental Protection
Date 6/3/10

WITNESSES
Dennis Starnin
Name DENNIS STARNIN
Graham J. Stevens
Name Graham J. Stevens

STATE OF CONNECTICUT)
COUNTY OF HARTFORD)

SS. CITY OF HARTFORD



The foregoing instrument was acknowledged before me this 3rd day of June, 2010, by Amey W. Marrella, Commissioner, Department of Environmental Protection, State of Connecticut for the State of Connecticut.

Melinda M. Decker
Commissioner of the Superior Court
Notary Public Melinda M. Decker
My Commission Expires _____

STATUTORY AUTHORITY
Connecticut General Statutes
Section 7-131d(e)

APPROVED AS TO FORM
Richard Blumenthal
Attorney General

William B. Gundling
By: William B. Gundling
Associate Attorney General
Date 6/14/10

FUNDS AVAILABLE
Olisond J. Chase
DATE 6/2/10

SCHEDULE A

The land upon which The Town of Simsbury is placing a permanent Conservation Easement is described further by means of the following property description.

A certain piece or parcel of land situated in the Town of Simsbury, County of Hartford and State of Connecticut depicted as "PARCEL A" on a map entitled, "PERIMETER SURVEY/RESURVEY MAP OF LAND TO BE ACQUIRED FROM THE ESTATE OF MAURICE GERSTEN BY THE TOWN OF SIMSBURY, MOUNTAIN ROAD SIMSBURY, CONNECTICUT" Date: December 5, 2008, Revised through 10/28/09, Scale: 1" = 80', certified substantially correct by Richard P. Martel Lic. No. 12882, Consultant for the Town of Simsbury, 933 Hopmeadow Street, P.O. 495, Simsbury, CT 06070, Engineering Department. Said map is recorded with the Town Clerk in the Town of Simsbury as Map #3887 & 3888, being further bounded and described as follows:

Beginning at a point in the northerly line of land now or formerly of Anna Mary Roderick, said point being the southeasterly corner of land now or formerly of Ellen G. White and the I.R. Stitch Subdivision;

Thence N 10° 25' 36" E, along said subdivision and land of said White, land now or formerly of Alison J. Buttrick Patton, land now or formerly of Bryan M. Hickey & Christiana L. Hickey, land now or formerly of Donald R. Trainor & Donna D. Trainor, land now or formerly of Stephen Chykirda, land now or formerly of Michael L. Alibrio and land now or formerly of Arthur J. Hayes, partly by each, in all 755.13 feet to a point;

Thence N 14° 07' 56" E, along said Subdivision and land now or formerly of Lorraine V. Rector, land now or formerly of Michael A. Stomski & Gail C. Stomski and land now or formerly of John K. Burke and Ann M. Burke, partly by each, in all 322.36 feet to a point;

Thence N 23° 26' 22" E, along said subdivision and land now or formerly of Brian C. Duffy & Joan T. Duffy, land now or formerly of Eileen Devine, land now or formerly of Nancy M. Blackford and land now or formerly of Jean E. Nelson & Mary A. Nelson, partly by each, in all 378.94 feet to an I.Pipe;

Thence N 20° 29' 16" E, along said subdivision and land now or formerly of Patrick T. Tourville & Betty Tourville, land now or formerly of David Johnson & Mary Johnson, land now or formerly of Kevin M. Donahue, and land now or formerly of Michael C. Tanca, partly by each, in all 399.71 feet to a point;

Thence N 29° 13' 56" E along said subdivision and land now or formerly of Carol A. Suhr and land now or formerly of Stanley E. Nieman & Paulette B. Nieman, partly by each, in all 201.00 feet to a point;

Thence N 23° 02' 20" E, along said subdivision and land now or formerly of John R. Payne & Willia A. Payne, land now or formerly of Julie Ann Troiano and land now or formerly of Cynthia L. Weir, partly by each, in all 299.95 feet to an I.Pipe;

Thence N 49° 44' 01" E, along said subdivision and land now or formerly of Michael Martocci & Anne Fournier, 186.25 feet to an I.Pipe;

Thence along property now or formerly of Willow Arms Mutual Housing Authority the following two courses: N 43° 25' 50" E, 613.59 feet to an I.Pin; thence N 26° 31' 00" W, 164.91 feet to a point;

Thence N 62° 20' 44" E, along land now or formerly of Lincoski, 131.21 feet to an I.Pin, and the southwest terminus of Church Street; thence N 63° 32' 25" E, along the southerly terminus of Church Street, 40.00 feet to a point being the southeast terminus of Church Street;

Thence along property now or formerly of A. W. Ashmore the following three courses: S 26° 33' 53" E, 24.67 feet to an I.Pin; thence N 63° 03' 11" E, 273.00 feet to a point; thence N 21° 58' 34" W, 230.79 feet to a point;

Thence along property now or formerly of A. Martin the following two courses: N 63° 05' 08" E, 57.18 feet to a point; thence N 08° 30' 03" W, 97.58 feet to a point;

Thence along property now or formerly of Daniel L. Burt the following two courses: N 81° 29' 57" E, 80.01 feet to a point; thence N 10° 28' 19" W, 63.13 feet to a point;

Thence N 74° 05' 59" E, along Parcel D, 12.05 feet to a point;

Thence along property now or formerly of Edward J. Preneta & Julia A. Preneta the following five courses: S 10° 28' 19" E, 104.69 feet to an I.Pipe; thence S 16° 12' 47" E, 157.88 feet to an I.Pipe; thence N 58° 20' 43" E, 87.10 feet to an I.Pipe; thence N 77° 40' 36" E, 50.15 feet to an I.Pipe; thence N 12° 39' 07" W, 50.93 feet to an I.Pipe;

Thence along property now or formerly of Mary J. Fortin the following two courses: S 76° 31' 41" E, 137.53 feet to an I.Pipe; thence S 75° 08' 11" E, 136.30 feet to a point;

Thence along the west side of Mountain Road the following two courses: S 17° 12' 21" W, 212.04 feet to a point; thence S 24° 29' 51" W, 118.08 feet to a point;

Thence along Parcel C the following three courses: N 15° 17' 12" W, 103.10 feet to a point; thence N 49° 04' 15" W, 30.12 feet to a point; thence S 84° 00' 51" W, 75.20 feet to a point;

Thence S 47° 34' 53" W, along property now or formerly of S. Teresczak, 64.07 feet to a point;

Thence N 48° 48' 45" W, along property now or formerly of H.A. Cassky et.al., 7.10 feet to a point.

Thence along Parcel B the following three courses: N 48° 48' 45" W, 49.90 feet to a point; thence S 31° 56' 39" W, 76.84 feet to a point; thence S 58° 38' 32" E, 37.33 feet to a point;

Thence S 48° 10' 22" E, along property of said Cassky et.al., 20.00 feet to an I.Pipe;

Thence S 10° 06' 39" W, along property now or formerly of D.Reed and K.Fazioli, 291.41 feet to an I.Pipe;

Thence, S 08° 47' 41" W, along the westerly side of Mountain Road and land now or formerly of the State of Connecticut, partly by each, in all, 95.14 feet to a point;

Thence along land of said State of Connecticut the following eleven courses: S 14° 18' 20" W, 296.34 feet to a point; thence S 44° 13' 38" W, 516.10 feet to an I.Pipe; thence S 50° 34' 12" E, 119.90 feet to an I.Pin; thence S 45° 52' 51" W, 155.67 feet along a stone wall to an I.Pin; thence S 53° 25' 29" E, 125.00 feet to a point; thence S 03° 34' 31" W, 142.00 feet to a point; thence S 48° 40' 29" E, 47.50 feet to a point; thence S 22° 10' 26" W, 258.83 feet to a point; thence S 20° 39' 26" W, 82.80 feet to a point; thence S 20° 51' 26" W, 370.00 feet to a point; thence S 07° 40' 26" W, 200.00 feet to a point;

Thence along property now or formerly of The Connecticut Light and Power Company the following seven courses: N 51° 07' 30" W, 240.30 feet to an I.Pin; thence S 10° 09' 57" W, 152.85 feet along a stone wall to an I.Pin; thence S 19° 56' 27" W, 287.65 feet in part along a stone wall, to an I.Pin; thence S 18° 56' 48" W, 155.70 feet to a point; thence S 14° 41' 18" W, 517.62 feet to a point; thence S 30° 28' 43" W, 175.46 feet to a point; thence S 47° 54' 46" W, 201.08 feet to a 36 inch grey birch/wire;

Thence along property now or formerly of Simsbury Land Trust the following two courses: N 74° 15' 31" W, 45.80 feet to a point; thence N 74° 12' 28" W, 4.29 feet to a monument;

Thence N 61° 55' 50" W, along property now or formerly of Town of Simsbury (Open Space), 224.67 feet to an I.Pin;

Thence along property now or formerly of Anna Mary Roderick the following two courses: N 20° 48' 20" E, 368.16 feet to a point; thence N 80° 00' 35" W, 250.00 feet to a point, said point being the point and place of beginning.

Excepting therefrom the area of land encompassed within a 30' Easement in favor of the Torrville Fire District shown on said map as "**Parcel E**" (0.77 Acres). Said Easement area is bounded and described as follows:

Beginning at a point, said point being the northwesterly corner of the herein described excepted parcel, 80.03 feet S 08° 47' 41" W of an I.Pipe at the southerly corner of land now or formerly of D. Reed & K. Fazioli, on the easterly line of Parcel A and the west side of Mountain Road;

Thence S 08° 47' 41" W along the westerly line of land now or formerly State of Connecticut, 15.11 feet to a point; thence S 14° 18' 20" W along land of said State of Connecticut, 65.65 feet to the northeast corner of the herein described excepted parcel;

Thence along land of said Parcel A the following nine courses: S 35° 05' 51" W 725.23 feet to an I.Pipe and the westerly line of land now or formerly of The State of Connecticut; thence S 71° 52' 00" W, 202.43 feet; thence S 12° 26' 13" E, 19.85 feet to a point; thence S 77° 33' 47" W, 70.00 feet to a point; thence N 12° 26' 13" W 70.00 feet to a point; thence N 77° 33' 47" E, 70.00 feet to a point, thence S 12° 26' 13" E, 20.00 feet to a point, thence N 71° 52' 00" E, 189.47 feet to a point; thence N 35° 05' 51" E 790.18 feet to the point and place of beginning.

Parcel E consisting of 0.77 Acres.

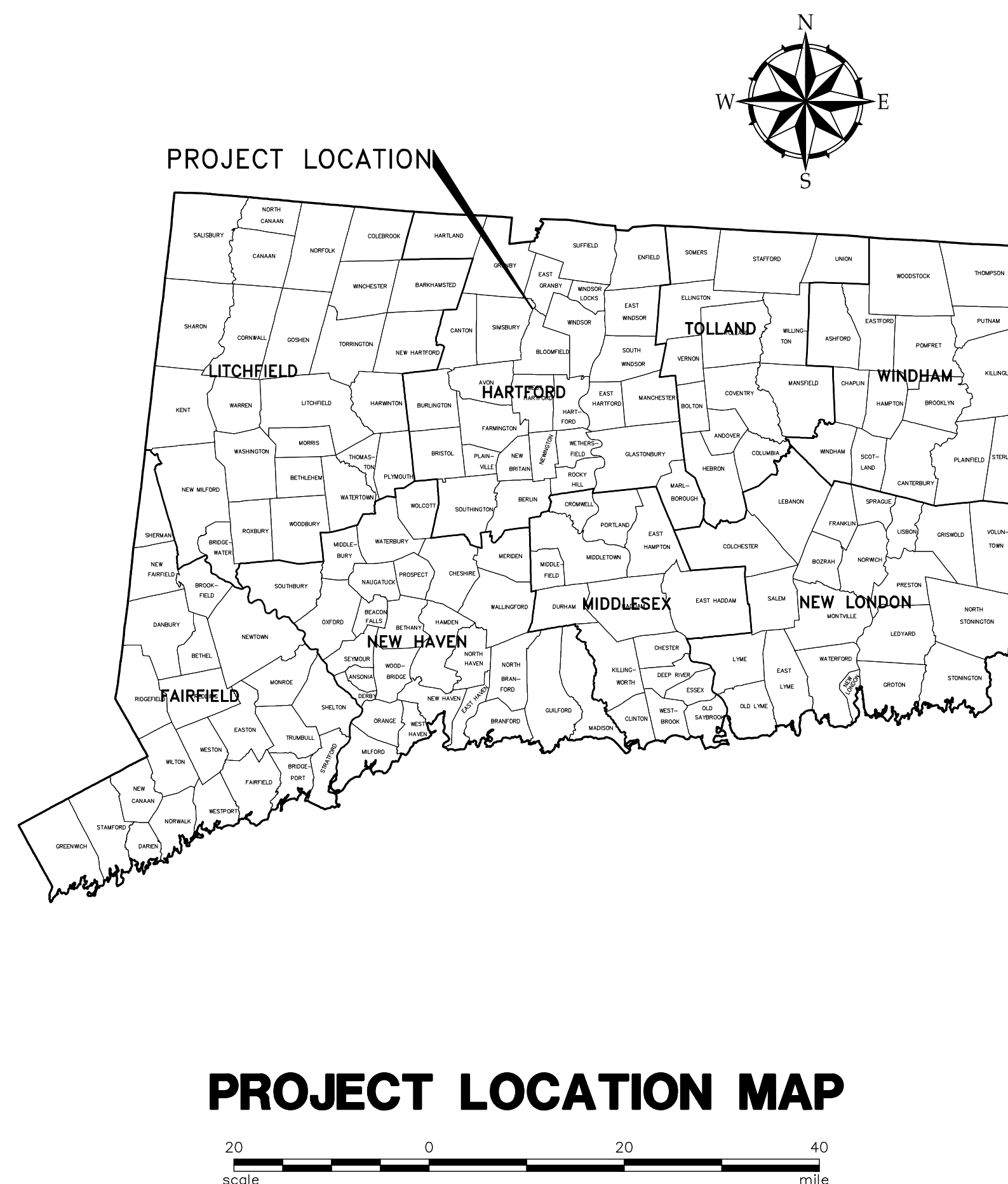
Total area of Conservation Parcel being 59.68 Acres.

Said premises are subject to:

1. Easement and Right-of-Way in favor of The Connecticut Power Company dated July 31, 1940 and recorded in Volume 75 at Page 423 of the Simsbury Land Records. Location is shown on Power Company Map H-343.

DESIGN DRAWINGS

TARIFFVILLE FIRE DISTRICT WATER COMMISSION TARIFFVILLE, CONNECTICUT WATER STORAGE TANK REPLACEMENT



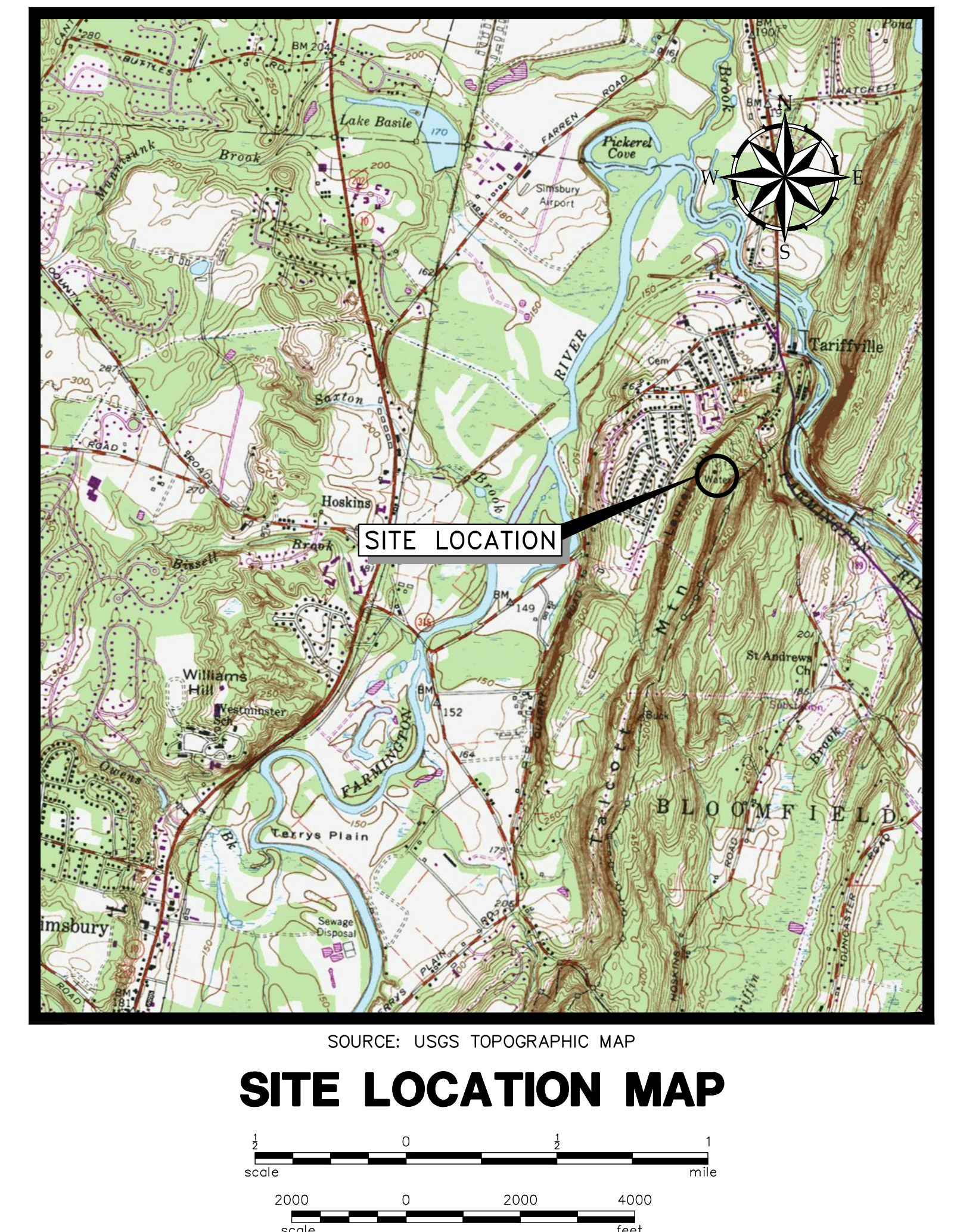
PROJECT NO.
225993.07
MARCH, 2016

AGENCY REVIEW SET



1699 King Street, Suite 406
Enfield, Connecticut 06082
855.347.6788 | www.woodardcurran.com

COMMITMENT & INTEGRITY DRIVE RESULTS



GENERAL NOTES

& A.G.	AND AND ABOVE GROUND
B BIT. BM	BORING BITUMINOUS BENCHMARK
CB CLDI CMP COMM CONC COND.	CATCH BASIN CEMENT-LINED DUCTILE IRON CORRUGATED METAL PIPE COMMUNICATION CONCRETE CONDUIT
DI DIA. DMH DS	DUCTILE IRON DIAMETER DRAIN MANHOLE DOWN-SPOUT
E EL. EMBED. EX.	UNDERGROUND ELECTRICAL ELEVATION EMBEDDMENT EXISTING
FF FIN. FL. FT	FINISH FLOOR FINISH FLOOR FOOT/FEET
GALV. GRAN.	GALVANIZED GRANITE
HDPE HWY HYD	HIGH DENSITY POLYETHYLENE HIGHWAY HYDRANT
IN INV.	INCH INVERT
LP LF	LIGHT POST LINEAR FEET
MAX. MIN. MON	MAXIMUM MINIMUM MONUMENT
NO. NR N.T.S.	NUMBER NO REFUSAL NOT TO SCALE
O.D. OE OH	OUTSIDE DIAMETER OVERHEAD ELECTRIC OVERHEAD
± PLS PVC	PLUS OR MINUS PROFESSIONAL LAND SURVEYOR POLYVINYL CHLORIDE
R.O.W. RCP REINF. REQ'D RET RLS RTE	RIGHT-OF-WAY REINFORCED CONCRETE PIPE REINFORCED REQUIRED RETAINING REGISTERED LAND SURVEYOR ROUTE
S S SD SMH SCH SDR STA.	SLOPE SEWER STORM DRAIN SEWER MANHOLE SCHEDULE STANDARD DIMENSION RATIO STATION
TYP.	TYPICAL
UC U.N.O.	UNDERGROUND CABLE UNLESS NOTED OTHERWISE
VER.	VERIZON
W W/ WV WWM	WEST WITH WATER VALVE WELDED WIRE MESH

- ## SHEET INDEX

5.101 WATER STORAGE TANK ANTENNA INSTALLATION DETAILS



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GENERAL NOTES, LEGEND, SHEET INDEX AND ABBREVIATIONS

TARIFFVILLE FIRE DISTRICT
WATER COMMISSION
TARIFFVILLE, CONNECTICUT

WATER STORAGE TANK REPLACEMENT

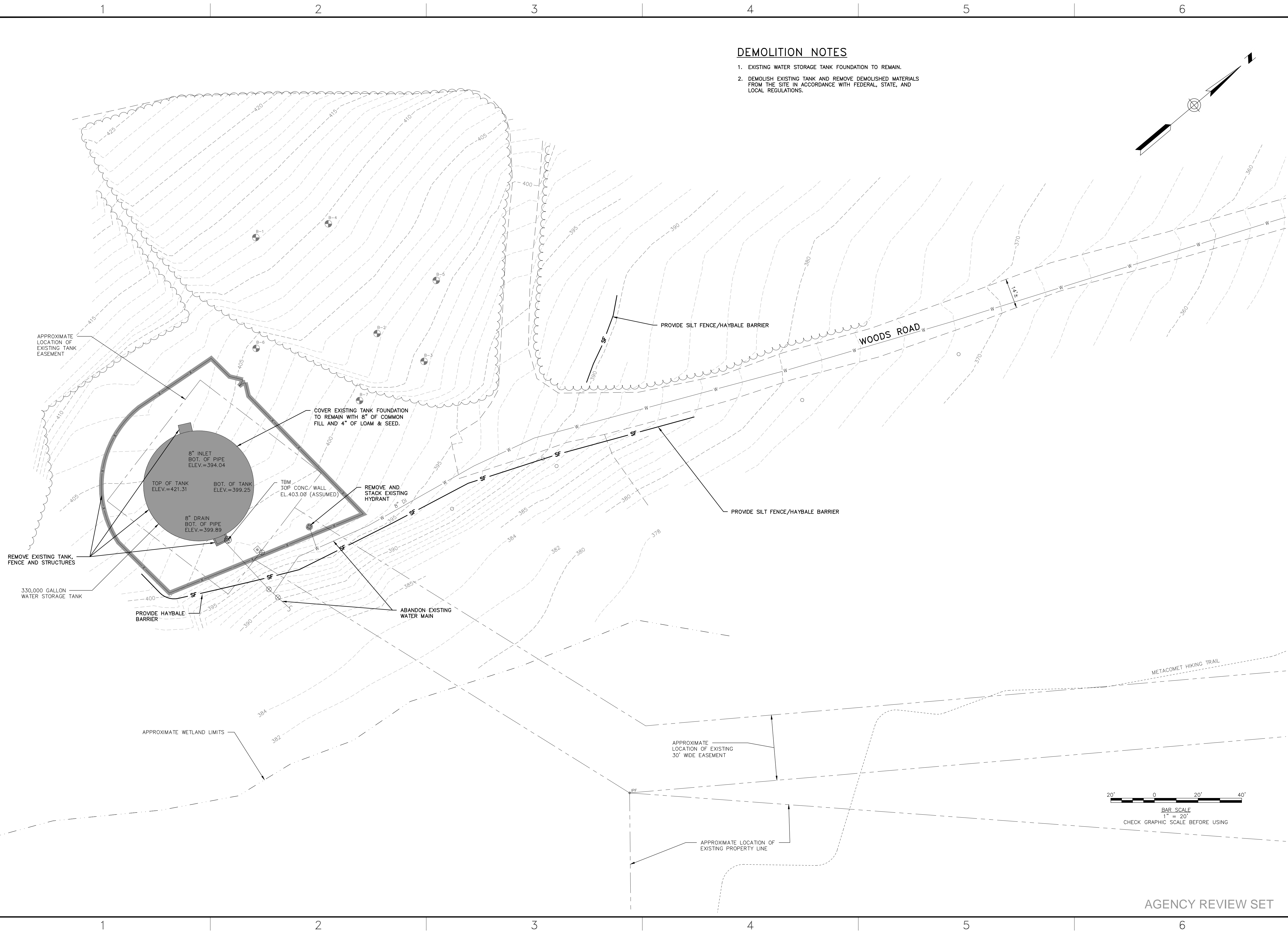
JOB NO.: 225993.07

DATE: MARCH, 2016

SCALE: AS NOTED

SHEET: 1 OF 25

G-01



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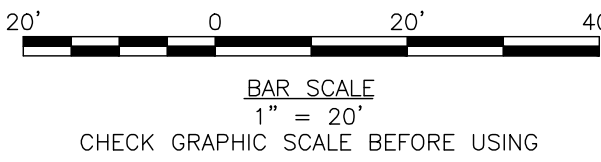
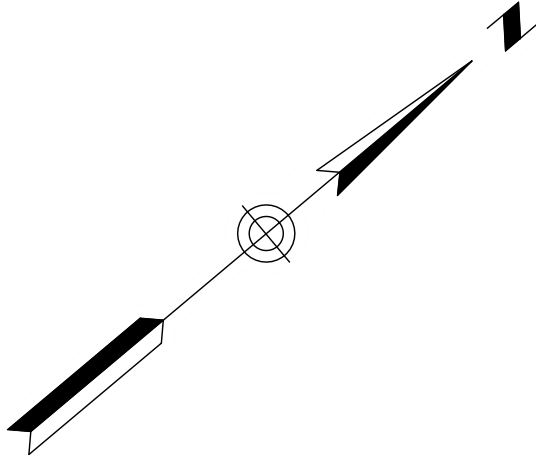
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D

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\\wc\shared\Projects\225993\Tariffville Water District - New Tank\wp\07 New Tank Design\CAO Drawings\Demolition\22599307-D-01.dwg, Mar 11, 2016 - 8:44am

- ### DEMOLITION NOTES
1. EXISTING WATER STORAGE TANK FOUNDATION TO REMAIN.
 2. DEMOLISH EXISTING TANK AND REMOVE DEMOLISHED MATERIALS FROM THE SITE IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS.



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Enfield, Connecticut 06082
855.347.6788 | www.woodardcurran.com

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REV	DESCRIPTION	DATE

DESIGNED BY: JCM
DRAWN BY: JDE

CHECKED BY: NTM
22599307-D-01.dwg

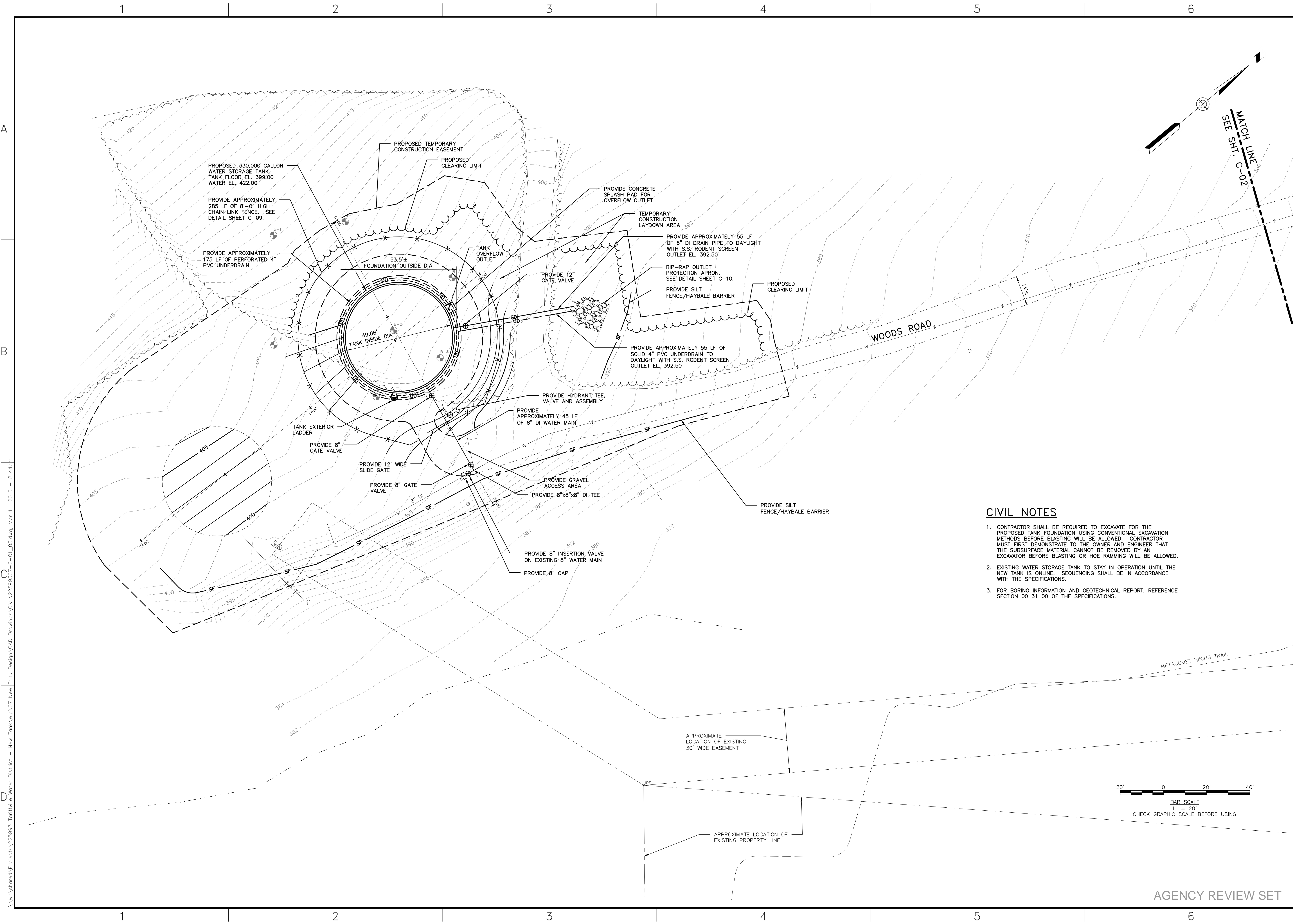
DEMOLITION SITE PLAN

TARIFFVILLE FIRE DISTRICT
WATER COMMISSION
TARIFFVILLE, CONNECTICUT

WATER STORAGE TANK
REPLACEMENT

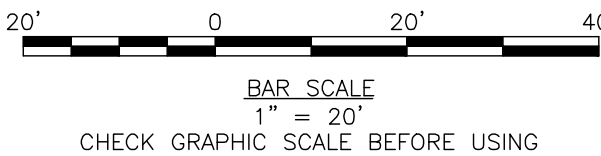
JOB NO.: 225993.07
DATE: MARCH, 2016
SCALE: 1"=20'
SHEET: 2 OF 20

D-01




CIVIL NOTES

1. CONTRACTOR SHALL BE REQUIRED TO EXCAVATE FOR THE PROPOSED TANK FOUNDATION USING CONVENTIONAL EXCAVATION METHODS BEFORE BLASTING WILL BE ALLOWED. CONTRACTOR MUST FIRST DEMONSTRATE TO THE OWNER AND ENGINEER THAT THE SUBSURFACE MATERIAL CANNOT BE REMOVED BY AN EXCAVATOR BEFORE BLASTING OR HOE RAMMING WILL BE ALLOWED.
2. EXISTING WATER STORAGE TANK TO STAY IN OPERATION UNTIL THE NEW TANK IS ONLINE. SEQUENCING SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS.
3. FOR BORING INFORMATION AND GEOTECHNICAL REPORT, REFERENCE SECTION 00 31 00 OF THE SPECIFICATIONS.



AGENCY REVIEW SET

1689 King Street, Suite 406
Enfield, Connecticut 06082
855.347.6788 | www.woodardcurran.com

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& CURRAN**

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REV.	DESCRIPTION	DATE

DESIGNED BY: JCM	CHECKED BY: NTM
DRAWN BY: JDE	22599307-C-01_03.dwg

PROPOSED WATER STORAGE TANK SITE PLAN

TARIFFVILLE FIRE DISTRICT
WATER COMMISSION
TARIFFVILLE, CONNECTICUT

WATER STORAGE TANK
REPLACEMENT

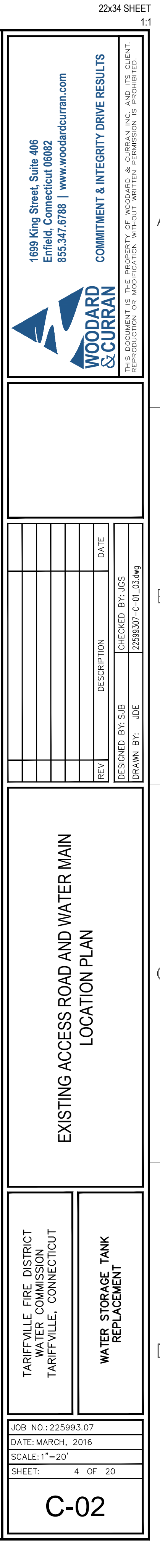
JOB NO.: 225993.07

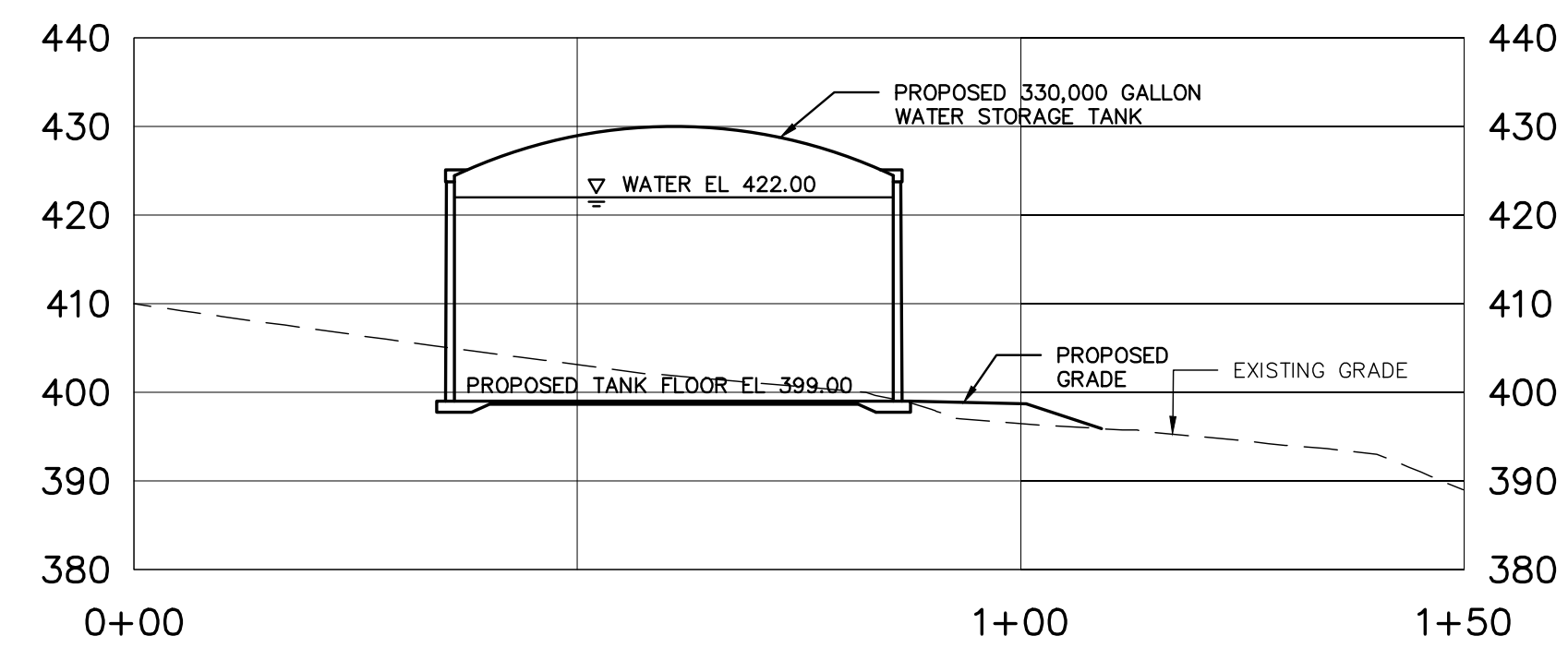
DATE: MARCH, 2016

SCALE: 1"=20'

SHEET: 3 OF 20

C-01





PROPOSED TANK PROFILE

SCALE: 1"=20'

[illegible]

TANK PROFILES

RIFFVILLE FIRE DISTRICT
WATER COMMISSION
RIFFVILLE, CONNECTICUT

WATER STORAGE TANK
REPLACEMENT

JOB NO.: 225993.07
DATE: MARCH, 2016
SCALE: AS NOTED
SHEET: 5 OF 20

C-03

WETLANDS AND WATER COURSES REPORT

SOIL SCIENCE AND ENVIRONMENTAL SERVICES, INC.

95 Silo Drive * Rocky Hill * Connecticut * 06067 * (203) 272-7837 * ssesinc@yahoo.com

WETLANDS/WATERCOURSES AND SOIL REPORT

Freeman Companies

Attn: Allison McCauliffe

36 John Street

Hartford, CT 06106

SSES Job No: _____

Client Job No: _____

Site Inspection Date: November 26, 2015

PROJECT TITLE AND LOCATION: Proposed Water Tank located off Mountain Road, Simsbury, CT

IDENTIFICATION OF WETLANDS AND WATERCOURSES RESOURCES

WETLANDS AND WATERCOURSES PRESENT ON PROPERTY: Yes XX No _____

Wetlands: Inland Wetlands XX

Watercourses: Streams XX

Tidal Wetlands _____

Waterbodies _____

Remarks: _____

VEGETATION COMMUNITIES PRESENT IN WETLANDS

Forest XX Sapling/Shrub XX Wet Meadow _____ Marsh _____ Field/Lawn _____

SOIL MOISTURE CONDITION

Dry XX

Moist XX

Wet _____

WINTER CONDITIONS

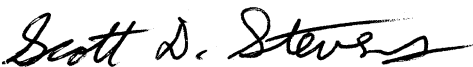
Frost Depth: None inches

Snow Depth: _____ inches

The classification system of the National Cooperative Soil Survey, USDA, Natural Resources Conservation Service and the State Soil Legend were used in this investigation. The investigation was conducted by the undersigned Registered Soil Scientist. A sketch map showing wetland boundaries and the numbering sequence of wetland markers, watercourses and soil types in both wetland and non-wetlands are included with this report. After the wetland boundary and/or watercourse flags have been located/plotted by the surveyor, it is recommended that a copy of the survey map be sent to our firm for review. All wetland boundary lines established by the undersigned Registered Soil Scientist are subject to change until officially adopted by local, state or federal regulatory agencies.

Respectfully Submitted by

SOIL SCIENCE AND ENVIRONMENTAL SERVICES, INC.



Scott D. Stevens
Registered Professional Soil Scientist

SOIL SCIENCE AND ENVIRONMENTAL SERVICES, INC.

95 Silo Drive * Rocky Hill * Connecticut * 06067 * (203) 272-7837 * ssesinc@yahoo.com

WETLANDS/WATERCOURSES AND SOIL REPORT

PROJECT TITLE AND LOCATION: Proposed Water Tank located off Mountain Road, Simsbury, CT

NUMBERING SEQUENCE OF WETLAND BOUNDARY LINE MARKERS:

WF#1 thru 10

Plot and locate intermittent watercourse as shown on sketch map.

SOILS SECTION:

Soil Legend: State Soil Number/County Soil Symbol, Soil Series Name, Taxonomic Class & Brief Description.

WETLAND SOILS

5 Wilbraham silt loam (Aquic Dystrudepts) – This is a deep, poorly drained, reddish-colored, loamy glacial till soil that developed in a friable solum overlying dense, basal till (hardpan). The till was derived from sandstone, shale and basalt. The hardpan is within 20 to 30 inches of the soil surface. Wilbraham soils occur on glaciated plains, hills and ridges.

6 Wilbraham and Menlo soils, extremely stony (Aquic Dystrudepts & Histic Humaquepts) – These are deep, poorly drained and very poorly drained, reddish-colored, loamy textured, glacial till soils that developed over dense, basal till. The till was derived from sandstone, shale and basalt. The hardpan is within 20 to 30 inches of the soil surface. These soils occur on glaciated plains, hills and ridges.

NON-WETLAND SOILS

53 Wapping very fine sandy loam (Aquic Dystrudepts) - This is a deep, moderately well drained, soil that formed in a friable, silty textured, eolian (windblown) mantle overlying friable to firm, coarse-loamy textured glacial till. The till was derived from schist, gneiss, sandstone and basalt. Wapping soils occur on glaciated plains, hills and ridges.

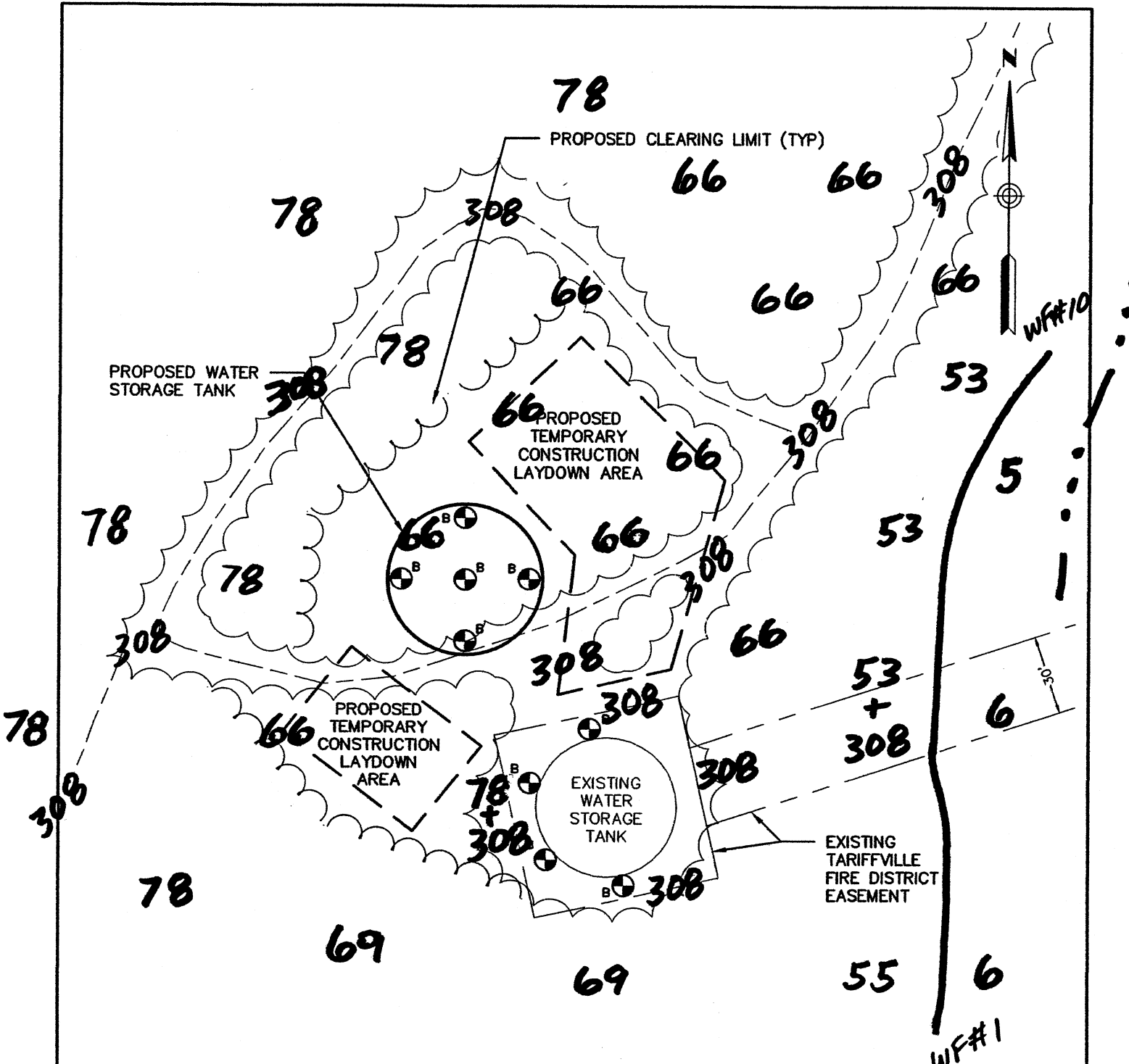
55 Watchaug fine sandy loam (Aquic Dystrudepts) - This is a deep, moderately well drained, friable, reddish-colored, coarse-loamy textured, glacial till soil derived from sandstone, shale and basalt. Watchaug soils occur on glaciated plains, hills and ridges.

66 Narragansett silt loam (Typic Dystrudepts) - This is a deep, well drained, friable soil that formed in a silty textured, eolian (windblown) mantle overlying coarse-loamy and coarse-sandy textured glacial till. The till was derived from schist, gneiss, sandstone, shale and basalt. Narragansett soils occur on glaciated plains, hills and ridges.

69 Yalesville fine sandy loam (Typic Dystrudepts) - This is a moderately deep, well drained, friable, reddish-colored, coarse-loamy textured, glacial till soil derived from sandstone, shale and basalt. Depth to bedrock ranges from 20 to 40 inches. Yaleville soils occur on glaciated plains, hills and ridges.

78 Holyoke-rock outcrop complex (Lithic Dystrudepts) - This map unit consists mainly of shallow (10-20 inches to bedrock) soils that are somewhat excessively drained, friable, reddish-brown, coarse-loamy textured, glacial till soils derived from sandstone, shale and basalt along with bedrock outcrops. The Holyoke-rock outcrop complex occurs on glaciated plains, hills and ridges.

308 Udorthents, smoothed This is a well drained to moderately well drained soil area that has had two or more feet of the original soil surface altered by filling, excavation or grading activities. Udorthents, smoothed soils commonly occur on leveled land and fill landforms.




LEGEND

- EXISTING EASEMENT
- EXISTING CONTOUR
- EXISTING TREELINE
- PROPOSED TREELINE
- PROPOSED BORING B



BAR SCALE
 1" = 50'
 CHECK GRAPHIC SCALE BEFORE USING

 <p>1699 King Street, Suite 406 Enfield, Connecticut 06082 855.347.6788 www.woodardcurran.com</p> <p>COMMITMENT & INTEGRITY DRIVE RESULTS</p>	PROPOSED LAYOUT		TARIFFVILLE FIRE DISTRICT TARIFFVILLE, CONNECTICUT		JOB NO: 225993.07 DATE: OCT. 2015 SCALE: 1"=50' EXHIBIT 1
	DESIGNED BY: NTM DRAWN BY: JOE	CHECKED BY: NTM 22599307-EXH1.dwg	PROPOSED WATER STORAGE TANK		

SOIL SCIENCE AND ENVIRONMENTAL SERVICES, INC.

95 Silo Drive * Rocky Hill * Connecticut * 06067 * (203) 272-7837 * ssesinc@yahoo.com

DEFINITIONS AND METHODOLOGY FOR IDENTIFICATION OF STATE REGULATED WETLANDS & WATERCOURSES

Wetlands and watercourses are regulated in the State of Connecticut by the Connecticut General Statutes, Chapter 440, sections 22a-28 to 22a-45. The Statutes are divided into the Inland Wetlands and Watercourses Act (sections 22a-36 to 22a-45) and the Tidal Wetlands Act (sections 22a-28 to 22a-35).

Inland Wetlands "means land, including submerged land, not regulated pursuant to sections 22a-28 to 22a-35, inclusive, which consists of any of the soil types designated as poorly drained, very poorly drained, alluvial, and floodplain by the National Cooperative Soils Survey, as may be amended from time to time, of the Natural Resources Conservation Service (NRCS) of the United States Department of Agriculture" section 22a-38(15).

Watercourses "means rivers, streams, brooks, waterways, lakes, ponds, marshes, swamps, bogs and all other bodies of water, natural or artificial, vernal or intermittent, public or private which are contained within, flow through or border upon this state or any portion thereof, not regulated pursuant to sections 22a-28 to 22a-35, inclusive. Intermittent watercourses shall be delineated by a defined permanent channel and bank and the occurrence of two or more of the following characteristics: (A) Evidence of scour or deposits of recent alluvium or detritus, (B) the presence of standing or flowing water for a duration longer than a particular storm incident, and (C) the presence of hydrophytic vegetation" section 22a-38(16).

Tidal Wetlands are defined as "those areas which border on or lie beneath tidal waters, such as, but not limited to banks, bogs, salt marsh, swamps, meadows, flats, or other low lands subject to tidal action, including those areas now or formerly connected to tidal waters, and whose surface is at or below an elevation of one foot above local extreme high water; and upon which may grow or be capable of growing some, but not necessarily all of the following:" (includes plant list) section 22a-29(2).

METHODOLOGY FOR IDENTIFICATION OF SOILS, WETLANDS & WATERCOURSES

1) **SOILS IDENTIFICATION**: Soils are investigated by digging test holes with a spade and auger. Test holes are typically dug to depths of between 15 and 40 inches. Based on soil features, including coloration patterns, texture and depths to restrictive layers, the soils are identified by soil series name utilizing the classification system of the National Cooperative Soil Survey. Soil series map numbers correspond with the State Soil Map Legend established by USDA, NRCS in the State of Connecticut Soil Survey. For further soils information, refer to the NRCS website for CT: www.ct.nrcs.usda.gov

2) **INLAND WETLAND DELINEATION**: Soil test holes and borings are made in selected areas in order to determine the lateral extent of Inland Wetlands. The boundaries of the Inland Wetlands are identified in the field and delineated with consecutively numbered survey tapes, unless instructed by the client to only map wetland boundaries for planning purposes. The approximate locations of the wetland boundaries are hand drawn onto a map and are included with the wetlands report.

3) **IDENTIFICATION OF WATERCOURSES**: Very often the locations of ponds, streams and rivers are already shown on a survey map. If a watercourse is absent from a survey map, then survey tapes, labeled "watercourse" or "intermittent watercourse" are placed along the channel and the approximate location of the watercourse is also sketched onto the map.

4) **TIDAL WETLANDS DELINEATION**: Tidal Wetlands are identified based on a predominance of tidal wetland plants and observation of physical markings or water laid deposits resulting from tidal action. Tidal Wetland boundaries are delineated by locating the upland limits of those plants listed in section 22a-29(2) to the extent that these plants reflect inundation by tides.

EASEMENT DRAWINGS



**DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION – OFFICE OF ENVIRONMENTAL
REVIEW**



STATE OF CONNECTICUT

DEPARTMENT OF ENERGY & ENVIRONMENTAL PROTECTION

OFFICE OF ENVIRONMENTAL REVIEW

79 ELM STREET, HARTFORD, CT 06106-5127

To: Eric McPhee - Supervising Sanitary Engineer
DPH - Drinking Water Section, 450 Capitol Avenue, MS#51WAT, Hartford

From: David J. Fox - Senior Environmental Analyst **Telephone:** 860-424-4111

Date: October 9, 2015 **E-Mail:** david.fox@ct.gov

Subject: Tariffville Fire District Water Tank, Simsbury

The Department of Energy & Environmental Protection has reviewed the Notice of Scoping for the project proposed by Tariffville Fire District to construct a 330,000 gallon water tank adjacent to their existing tank off Mountain Road in Simsbury. The following comments are submitted for your consideration.

The Natural Resources Conservation Service's Soil Survey depicts a band of Wilbraham and Menlo extremely stony soils, a regulated wetland soil, associated with a drainageway just east of the project site. It is recommended that a certified soil scientist perform a reconnaissance of the site in order to determine whether there are any areas which would be regulated as wetlands or watercourses as defined by section 22a-38 (15) and (16) of the Connecticut General Statutes (CGS), respectively. If the reconnaissance identifies regulated areas, they should be delineated. Any inland wetlands or watercourses at the site are regulated by the local inland wetlands agency, pursuant to section 22a-42 of the CGS. Many local agencies have established setback or buffer areas and require review and approval of activities within these upland areas adjacent to wetlands or watercourses. The local agency should be contacted regarding permit requirements.

In order to protect wetlands and watercourses on and adjacent to the site, strict erosion and sediment controls should be employed during construction. The *Connecticut Guidelines for Soil Erosion and Sediment Control* prepared by the Connecticut Council on Soil and Water Conservation in cooperation with DEEP is a recommended source of technical assistance in the selection and design of appropriate control measures. The 2002 revised edition of the Guidelines is available online at: [Erosion Control Guidelines](#).

If the water tank is to be tested and disinfected, the discharge would be covered by the *General Permit for the Discharge of Hydrostatic Pressure Testing Wastewater* (DEP-PERD-GP-011). This general permit applies to all discharges of waters used to test the structural integrity of new or used tanks and pipelines that hold or transfer drinking water, sewage, or natural gas. The general permit contains pH, chlorine, oil and grease, and suspended solids limits which will need to be complied with during the testing and verified through monitoring. Registration is required to be submitted to the Department in order for the discharges to be authorized by this general permit. A fact sheet, the general permit which includes the registration form, titled Notice of Coverage, and the Application Transmittal form may be downloaded at: [Hydrostatic GP](#)

The Natural Diversity Data Base, maintained by DEEP, contains no records of extant populations of Federally listed endangered or threatened species or species listed by the State, pursuant to section 26-306 of the CGS, as endangered, threatened or special concern at the project site. This information is not the result of comprehensive or site-specific field investigations. Also, be advised that this is a preliminary review. A more detailed review may be conducted as part of any subsequent environmental permit applications submitted to DEEP for the proposed site. Consultation with the Natural Diversity Data Base should not be substituted for on-site surveys required for environmental assessments. The extent of investigation by competent biologist(s) of the flora and fauna found at the site would depend on the nature of the existing habitat(s). If field investigations reveal any Federal or State listed species, please contact the DEEP Geologic & Natural History Survey at 860-424-3540.

Because the project also entails removal of the existing tank, the Tariffville Fire District should be aware that large, painted, above-ground tanks may have historically been painted with PCB paint and may also have PCB caulk associated with them. Such materials must be managed properly should PCBs be present. Prior to demolition, the paint and any caulk should be tested for the presence of PCBs. In addition, leaching from painted surfaces can also cause adjacent soil contamination. If PCB paint or caulk is confirmed, soil sampling is advisable. Further information concerning PCBs can be found on-line at: [PCB Info](#) or by contacting Lori Saliby of the DEEP PCB Program at 860-424-3329 or lori.saliby@ct.gov.

The disposal of demolition waste should be handled in accordance with applicable solid waste statutes and regulations. Demolition debris may be contaminated with asbestos, lead-based paint or chemical residues and require special disposal. Clean fill is defined in section 22a-209-1 of the Regulations of Connecticut State Agencies (RCSA) and includes only natural soil, rock, brick, ceramics, concrete and asphalt paving fragments. Clean fill can be used on site or at appropriate off-site locations. Clean fill does not include uncured asphalt, demolition waste containing other than brick or rubble, contaminated demolition wastes (e.g. contaminated with oil or lead paint), tree stumps, or any kind of contaminated soils. Landclearing debris and waste other than clean fill resulting from demolition activities is considered bulky waste, also defined in section 22a-209-1 of the RCSA. Bulky waste is classified as special waste and must be disposed of at a permitted landfill or other solid waste processing facility pursuant to section 22a-208c of the Connecticut General Statutes and section 22a-209-2 of the RCSA. Additional information concerning disposal of demolition debris is available on-line at: [Demolition Debris](#).

Thank you for the opportunity to review this project. If there are any questions concerning these comments, please contact me.

cc: Robert Hannon, DEEP/OPPD
Lori Saliby, DEEP/PCB



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:** March 22, 2016
3. **Date of Board Meeting:** March 28, 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 **\$ 1,886.15**

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

Tax Refunds.xls

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
List 2012					
Several Edward G	12-01-7295	\$503.79	\$16.49		\$520.28
					\$0.00
Total 2012		\$503.79	\$16.49	\$0.00	\$520.28
List 2013					
Several Edward G	13-01-7311	\$501.76	\$16.08		\$517.84
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2013		\$501.76	\$16.08	\$0.00	\$517.84
List 2014					
Several Edward G	14-01-7336	\$501.50	\$16.08		\$517.58
Fitzpatrick Shannon N	14-03-55813	\$318.86	\$10.22		\$329.08
Sharpe Rebecca L	14-03-66749	\$28.80	\$0.93		\$29.73
Vorilhon William C	14-04-83278	\$31.44	\$1.01		\$32.45
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2014		\$880.60	\$28.24	\$0.00	\$908.84
TOTAL 2012		\$503.79	\$16.49	\$0.00	\$520.28
TOTAL 2013		\$501.76	\$16.08	\$0.00	\$517.84
TOTAL 2014		\$880.60	\$28.24	\$0.00	\$908.84
					\$1,946.96
TOTAL ALL YEARS		\$1,886.15	\$60.81	\$0.00	\$1,946.96



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
2. **Date of submission:** March 21, 2016
3. **Date of Board Meeting:** March 28, 2016
4. **Individual or Entity making the submission:**
Paul E. Holland, 7 Ashton Circle, Simsbury, CT
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:

Accepts the resignation of Paul E. Holland, Regular Member, Building Code Board of Appeals
6. **Summary of Submission:**

Resignation: Paul E. Holland, Regular Member
Board: Building Code Board of Appeals
Party: R
Effective: March 21, 2016
Full Term of Office: 1/1/2012 to 1/1/2017
7. **Financial Impact:** None
8. **Description of documents included with submission:**

Letter of Resignation

BOS Agenda Item
One Resignation
March 21, 2016
2

Ms. Carolyn Keily

Town Clerk of Simsbury

933 Hopmeadow St.

P.O. Box 495

Simsbury, CT 06070

To whom it may concern:

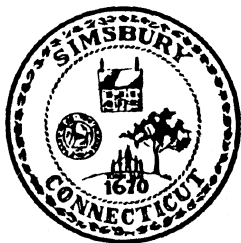
I regret to inform you that I am unable to fill the position of Chairman or any other position on the
Simsbury Building Code Board of Appeals.

Regard,



Paul E. Holland





Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Hometown Hero Selection Committee

2. **Date of submission:** March 17, 2016

3. **Date of Board Meeting:** March 28, 2016

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

JoAnn Martin, Executive Secretary – 860-658-3230 – jmartin@simsbury-ct.gov

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

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

Appoint Lisa Heavner (D), Michael Paine (R), Roger Spear (R), Tom Horan (D), T.J. Donohue (D) and Len Lanza (U) as regular members of the Hometown Hero Selection Committee with an expiration date of December 4, 2017

6. **Summary of Submission:**

Appointment of the members of the Hometown Hero Selection Committee are in accordance with the Hometown Hero Guidelines which includes: the First Selectman, a Board of Selectmen member of the opposite party, a member of the Historic Society, a business leader, a previous Hometown Hero and a member of a Veteran's or service organization with the goal of non-partisanship in mind.

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

Approximately \$250

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:

N/A



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
2. **Date of submission:** March 28, 2016
3. **Date of Board Meeting:** March 28, 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 Cheryl B. Cook of 15 Newbury Court, Simsbury, as a member to the Housing Authority of Simsbury.
6. **Summary of Submission:**

Appointment: Cheryl B. Cook
Board: Housing Authority of Simsbury
Party: R
Effective: April 1, 2016 to April 1, 2021
7. **Financial Impact:** None
8. **Description of documents included with submission:** None

Town of Simsbury Board of Selectmen – “Subject to Approval”
BUDGET WORKSHOP REGULAR MEETING MINUTES
Thursday, March 10, 2016 at 5:30PM
Simsbury Town Offices – Main Meeting Room
933 Hopmeadow Street, Simsbury, Connecticut

PRESENT: First Selectman Lisa Heavner, Selectmen Sean Askham, Cheryl Cook, Christopher Kelly, Elaine Lang and Michael Paine.

ABSENT: None.

The Board of Selectmen Regular Meeting Budget Workshop was called to order at 5:32PM.

1. PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

2. PUBLIC AUDIENCE:

Ms. Joan Coe of 26 Whitcomb Drive voiced her concerns with various areas of the proposed budget including, but not limited to, the following: the FY2016 Estimate column being identical to FY2016 Budget in some areas and the inclusion of an allocation for Main Street Partnership. Additionally, she opined that revenue received from building permit fees ought to be utilized for maintenance.

3. PRESENTATIONS:

A. Captive Insurance.

Ms. Jenny Emery, a consultant to CREC, appeared before the Board to present information on captive insurance. First Selectman Lisa Heavner explained that a decision on this option will need to be made within the next few weeks and that it has been built in as an assumption into the proposed budget. Ms. Heavner noted that a memo is also expected from Bob Lindberg of Arthur J. Gallagher & Co. who serves as the Town of Simsbury's Insurance Advisor. She noted that captive insurance is basically a regional approach used as a savings mechanism which is allowed by the state legislature for the first time this year. Ms. Heavner reported that a recent meeting of the Board of Selectmen Finance Subcommittee had concerns about risk exposure that Ms. Emery would address.

Ms. Emery noted that she is a retired insurance consultant who has worked with public entity pools and captives across the country and had received a call from CREC who was seeking an independent consultant. She began by summarizing that the numbers are great, the model looks good for the group as a whole and Simsbury in particular. She explained that ultimately the administration would be approaching the Board for approval on a resolution that allows the town to become a member of this specialty insurance company, this group captive for stop loss. She noted that typically the Board would not be involved with who the town buys the stop loss coverage from but the resolution is necessary because being a member is different than purchasing commercial insurance.

Ms. Emery shared a few slides to explain how captive insurance functions. She noted that this specialty insurance company is going to be a licensed insurance company regulated by the State of Connecticut, kind of like where the town already buys their property and liability coverage. Ms. Emery explained that the reasons why a group would come together to do something like this is to stabilize costs and save money long term, to collaborate for the longer term benefits, and to possibly learn from the other members of the group things that influence how the town provides benefits to employees such as wellness programs.

Ms. Emery presented a slide with five sample towns, and noted that what is common among the potential participants is that they already self-insure. She noted that Simsbury already self-insures their health benefits, explaining that the town self-insures the first \$250K loss. She explained that when considering whether it is risky, she opined that the town has already engaged in a risk by self-insuring that first tier. Ms. Emery also pointed out though that it has proven very beneficial, noting a reserve fund is set up for the potential fluctuation, with a stop-loss purchased above that first level. She explained that what the captive is

looking to do is take a layer between the individual member's attachment points, (for Simsbury: \$250K; for Granby who is less able to handle the volatility, it is \$125K), and allow all the members to self-insure for more, up to \$500K, but do so collectively. What this does is smooth the results by pooling the risks together, Ms. Emery explained. She noted that it leverages the purchasing power and a better deal is struck with the re-insurer above \$500K per loss. Ms. Emery then explained how there is also a smaller expense margin used with this model than a commercial carrier would allow as well as a smaller risk margin.

Ms. Emery noted that this model works very well across the country in all lines of risk, reporting that there are 80,000 local public entities that get some or all of their risk financing through this kind of mechanism, and it works particularly well with this specific type of coverage for this second, upper level noting that Simsbury would not be sharing first dollar risks with other people.

Mr. Sean Askham questioned what the incentive would be in light of the fact that Simsbury's attachment point is higher than a town like Granby. Ms. Emery explained that the pricing would be very different, comparing it with the different deductibles offered on auto policies, noting that it will be priced to reflect how much risk is being kept versus how much risk is being passed on. She also noted that underwriting may direct potential members to increase their attachment points. Ms. Emery explained that what the group is currently doing is building the governance structure and building the underwriting policies and philosophies just like an insurance company would. She noted that one of the advantages of joining at the onset rather than waiting a few years is that one of the policies will be that anyone who wants to join in the future will have to have a net benefit impact on the whole group meaning that whatever the average risk profile is of the initial starting group, it can only get better.

Mr. Askham asked about the capital contribution that would need to be made. Ms. Emery explained that CREC has applied to the state for a grant. She noted that if this does not come through, CREC has access to lines of credit that the Insurance Department will accept.

Mr. Michael Paine questioned whether this a resident captive within Connecticut or offshore. Ms. Emery noted that Connecticut's captive law was passed only a few years ago, that no reason exists not to do it here coupled with the fact that there is a lot of political support to do it in Connecticut. She noted that very early on, it was decided that there was very little reason to look elsewhere and noted that this captive is modeled after Vermont which is the dominant captive domicile in the country. Mr. Paine questioned whether the distribution of the surplus capital at a later date is done so on a membership equal basis. Ms. Emery noted that the bylaws will provide that the surplus capital goes back to the members in an equitable fashion determined by the board of directors taking into consideration what the member has paid in, the member's longevity with the captive, and the actual experience. She noted that from her experience, it is not that the captive dissolves but instead gets to a point where they know they can release some and it gets released to the people who created it in the first place.

Ms. Emery noted that the governance model is an elected board of directors but would be appointed initially and that the intent is that Simsbury would have a seat on the initial board of directors.

B. Mill Rate.

Ms. Heavner pointed out that when the Board of Selectmen's budget comes in with a budget increase, it is not a mill rate increase or a tax rate increase, noting that the town's budget is only 20% of the overall budget (26% if capital is included). She explained that what goes into setting the mill rate are the three budgets: the Board of Education (70% of the overall budget), the town's budget (19-20%), and the capital budget and fire district budget. Another factor in setting the mill rate is tax collection rate assumption which is a responsibility of the Board of Finance, according to Ms. Heavner. She explained that another factor in setting the mill rate is considering other revenues, such as grants like the state's ECS (Education Cost Sharing). Ms. Heavner noted that this year's budget features state grants that she had alluded to in her initial budget presentation characterizing them as unusual, namely the sales tax revenue (\$775K) and the "make whole" revenue from the mill rate reduction on cars. Ms. Heavner reported that currently the mill rate used for cars is the same as the one used for homes. She explained that the state has mandated though

that the mill rate used for cars must be lowered down to 32, creating a \$1M gap in revenue for Simsbury. Ms. Heavner explained that the state has promised to “make whole” the town for this reduction in revenue. She also noted that the building permit fees are another consideration as they are an estimate as is grand list growth, or growing the tax base. The grand list growth this year was 1.04 which she noted was the largest in the Farmington Valley and was the largest the town has experienced since she began serving on the Board seven years ago.

4. OVERVIEW OF BUDGET:

A. Social Services.

Director of Social Services Mickey Lecours-Beck reviewed her proposed budget. She explained the areas that she was seeking increases in and why. Among them were a \$500 requested increase for the annual veteran’s lunch, a \$300 requested increase for evictions work, and a \$250 requested increase for copy and printing services. She noted that the \$1,500 increase under Conferences is a change from the Finance Department to reflect the mileage used by staff for visiting seniors. Ms. Lecours-Beck also reported that personal thank you letters are sent for every donation received, explaining the \$300 proposed increase to Postage. She noted that the Dial-A-Ride contractual increase is \$2309. Additionally, Ms. Lecours-Beck reported that 87.5% of the free programs to residents are offered without utilizing tax dollars, attributing them to donations and state grants. Finally, she noted that Simsbury utilized the help of 118 volunteers who logged 5,781 hours.

Ms. Heavner praised the efforts of this department and the wonderful assistance they provide.

Slight discrepancies were noted with figures carried from one page to the next. Mr. Askham noted that the correct figure of the increase appears to be \$14,075.

B. Culture, Parks, and Recreation.

Recreation Director Gerry Toner reviewed his proposed budget. Mr. Toner noted that Culture, Parks, and Recreation Commission Chairman David Bush and Commissioner Gerry Wetjen were also attending this workshop and are available to respond to any questions Selectmen might have. He began with a slide presentation outlining the commission’s mission statement followed by the department’s responsibilities, noting the staff is charged with the care of park and facility maintenance. Included in that is the maintenance of 535 acres of parks, over 2,400 acres of Open Space, and ongoing maintenance of 40 athletic fields and facilities including the Simsbury Recreation Complex, Simsbury Performing Arts Center and Farmington Valley Greenway. He noted staffing has been reduced from ten full-time employees in 1988 to nine full-time employees now with two funded by the Board of Education. He noted that 750 programs are offered annually in addition to 50 summer camps serving over 2,000 youngsters. Mr. Toner provided detailed statistics regarding services offered through his department.

Mr. Toner noted that the single largest driver in his budget is the area of Facilities Maintenance. Hazardous trees are the biggest issue that the department faces. Mr. Toner praised the golf course maintenance staff, describing the savings derived from the undertaking of regrading the second green in-house, completing it at conservatively half the cost if they had to bid it out, at \$25K.

Mr. Toner then focused on a slide that presented a comparative analysis of similar towns to Simsbury wherein they all have special revenue funds in one form or another. He noted that he tried to show where Simsbury lines up from a general fund standpoint with a per capita spending of \$34.94. Ms. Heavner noted the significance of this slide. She noted that Mr. Toner’s budget has zero contingency in it and noted that both Parks & Recreation and Public Works are very weather dependent.

Mr. Toner discussed a problem with pay scale and the ability to find pool workers. He noted that when the state minimum wage increases, it impacts his budget.

Noting a discrepancy between the presentation and page 67 of the First Selectman Recommended FY17 Budget, Mr. Askham clarified that this budget’s overall request is \$635,768. Ms. Heavner noted that the

requested increase for Facilities Maintenance was \$11K and this was cut to \$5K. It was noted that if there was an increase to be returned, or an add-in, to this department, Mr. Toner would like to see it made to Facilities Maintenance.

C. Planning/Economic Development.

Director of Planning and Community Development Jamie Rabbit shared his department's mission statement. Mr. Rabbit detailed the staffing level in his department, the six commissions and the function of each. He reported that in FY2015, the department handled over 2,000 building permits, over 2,000 building inspections, and 861 permit reviews which includes structures, uses, and signage permits. Mr. Rabbit noted that for FY2016, as of March 1, 2016, the department has taken in slightly over 1,300 permits, 1,500 building inspections and 712 permit reviews. He noted that with regard to revenue, as of March 1, 2016, the department has collected \$899K, correlating to a 27% increase in revenue, noting that it's a blip as this department typically budgets \$600K for revenue. Ms. Heavner noted that \$750K is budgeted for revenue for FY2017.

Mr. Rabbit reviewed the budget increases, noting that his department has a budget of \$596,937, which includes a \$42K or 7.67% increase.

Ms. Cheryl Cook questioned the capital request for the POCD (Plan of Conservation and Development) as far as what the \$222K will provide. Mr. Rabbit explained that the POCD determines how decisions are made at the land use regulatory stage, lays guidance for how land should be zoned, how styles and types of housing should be developed throughout the community, where industrial zones should and shouldn't be, where workforce housing should and shouldn't be, where commercial zones should and shouldn't be, and basically lays out the framework of how the town should develop for the next ten years. Ms. Cook inquired whether consultants are hired for this purpose. Mr. Rabbit noted that an RFQ (Request for Qualifications) will be released in April, 2016 for this six month to eighteen-month process that involves public hearings, public outreach, surveys and facilitated town meetings to engage public input. Mr. Rabbit reported that new legislature last year mandates that a sewer districting plan also be developed and included as part of the POCD.

Mr. Rabbit also reported that the Zoning Regulations are being reviewed and updated. He noted that the studies are not regulatory and so would therefore like to take some of the study aspects and build them into the regulatory side to provide clearer guidance to the developers so that the permitting time frame can be condensed. Ms. Heavner reminded the Board that developers are seeking speed and certainty so this work is consistent with the guidance from the Economic Development Commission.

Director of Administrative Services Thomas Cooke opined that the Engineering Department has done very well in terms of flexing with part time employees and with the use of retaining engineering contractors when necessary, especially with the explosion of work having managed to stay on top of it.

MOTION: Ms. Cook, Mr. Askham second, **to amend the agenda to move Town Clerk to follow Planning/Economic Development; unanimously approved.**

D. Town Clerk.

Town Clerk Carolyn Kelly reviewed the many functions of her office, noting that her budget is relatively small compared to other departments. Ms. Kelly noted that her office is the official gate keeper to the records. She explained that her department gets their direction from state statute which lays out what they do, how they do it, and what they collect for fees. She detailed the five main areas her office covers: elections, land records (deeds, mortgages, etc.), vital records (births, deaths, marriage records), records disposition, and then the miscellaneous functions such as hunting, fishing and dog licenses. She reviewed the many functions related to each of these five areas.

Board members praised the development of the brand new commission app which allows a user to view the member make-up of the town's boards and commissions as well as provides a volunteer form for any persons interested in joining a board.

E. Finance.

Interim Director of Finance Sean Kimball noted that the IT department, the Tax Collector and the Assessor are all within the Finance Department. Referencing the Finance Department of the budget, he noted that the actuals have been trued up. Mr. Kimball reported that former Finance Director Joseph Mancini had sought to do an RFP on an auditor. However, Mr. Kimball noted that while he recommends doing it every three or four years, as it is a best practice, it might be beneficial to hold off a year as whoever is appointed as the new Finance Director might appreciate the historical knowledge of the current auditor.

Mr. Kimball reminded the Board that Mr. Mancini had recommended and saw the need for another position within this department but recognizes that this is a very tough budget year. Ms. Heavner agreed that this is a weakness within this budget, noting that there is no administrative support for this office.

Ms. Cook questioned whether any savings can be had in terms of printing and copying. Mr. Christopher Kelly concurred, noting that beyond the costs of printing is the labor involved with every adjustment made. It was noted that a line item for the purchase of tablets for the Board should be explored.

F. Tax Collector.

Mr. Kimball explained that he is available to respond to any questions regarding the proposed budget for the Tax Office, and representatives can be at Monday evening's meeting if need be.

Mr. Kimball noted that having the two part-time personnel to fill that one full-time role has proven to work out wonderfully, as it was endorsed by this Board a few years ago along with the support of the Union as it has allowed for better coverage and greater flexibility in this department.

Mr. Kimball explained the increase in bank fees is related to more people utilizing the online payment option.

G. Assessor.

Mr. Kimball presented the Assessor portion of the proposed budget. He noted that the full-time increase is due to the hiring at a higher step than what had been previously planned, noting that it was necessary in order to get her from West Hartford.

Mr. Askham questioned why FY2016 Estimate column appears to not change from the FY2016 Budget column. Ms. Heavner noted that Year-to-Dates can be printed although they are not always accurate because some year to dates come to spend in April. Mr. Cooke noted that if something is on track to be way off in one way or the other, it is something that would be flagged.

H. Information Technology.

Mr. Kimball presented a brief power point presentation that Computer Manager Richard Bazzano had created, highlighting some of the accomplishments of the IT department including: expansion of the fiber optic build-outs in the Senior Center, Water Treatment Center, Public Works and Simsbury High School, extended IT applications services and support throughout these remote facilities, network storage and data recovery improvements, Police MDT video cameras storage and Taser technology, successful migration to the Nutmeg network for cloud-based services, and town wide department enrichment.

Mr. Cooke noted that grant money was received to install a voice system out at the Culture, Parks, and Rec out at the Farms and were also able to share the technology with the Board of Education allowing them to change their phone system at Town Hall.

Mr. Cooke reported that the Board will likely hear a request for funding for BlumShapiro from the Board of Education to take a look at IT operations. He explained that BlumShapiro have real expertise in the area of cyber security.

I. General Government.

Mr. Cooke reviewed the Central Administration/Administrative Services portion of the proposed FY2017 budget. He noted that a 1.4% contingency increase in the Salary account for Central Administration. Mr. Cooke explained that the Contractual Services line is for an allocation for a single system to work with the Finance system, the SunGard system. He noted that SunGard is a very inflexible system and that they do not want to purchase another system that won't interface with it well. Mr. Cooke reported that more research is going in to this item.

J. First Selectman's Office/Central Administration.

Ms. Heavner noted that the Special Activities line is a new line as it was previously spent in years past but not included in the budget. Mr. Cooke explained that the Continuing Education is an item that is a benefit included with many bargaining units.

The *Admin Services – Conferences and Education* line was discussed as Mr. Cooke had explained that only one person was being sent rather than two. Ms. Heavner reported that this is an important line and for the last three years, due to expenses associated with the travel, neither has attended. It was noted that if there was an increase to be returned, or an add-in, to this department, Ms. Heavner would like to see it made to this line.

Mr. Cooke reported that the *BOS-Community Services – Special Activities* was increased by \$9K because this is the account that takes care of things like the Memorial Day Parade and Hometown Hero.

Regarding the Economic Development Commission budget, Ms. Cook questioned the possibility of cutting the Farmington Valley Visitors Association allocation. Ms. Lang noted that the publications would likely cease to mention Simsbury's local events. It was noted that a request could be made to ask them to bring forward a summary. Mr. Cooke noted that the Cell Tour also needs to be researched.

5. POSSIBLE ACTION/DISCUSSION:

No business was discussed.

6. ADJOURN:

MOTION: Mr. Askham, Ms. Lang second, **to adjourn at 8:47PM; unanimously approved.**

Respectfully submitted,

Pamela A. Colombie
Commission Clerk

CALL TO ORDER

The Board of Selectmen Regular Meeting Budget Workshop was called to order at 8:06 AM in the Main Meeting Room of the Simsbury Town Offices, 933 Hopmeadow Street. Present were First Selectman Lisa Heavner and Board members Sean Askham, Cheryl Cook, Christopher Kelly, Elaine Lang and Michael Paine. Also in attendance were Thomas Cooke, Director of Administrative Services, Karen Cortes, Registrar of Voters, Peter Ingvertsen, Chief of Police, Simsbury Police Department, Sean Kimball, Deputy Director of Administrative Services, Burke LaClair, BOE Business Manager, Anthony Piazza, Superintendent, Water Pollution Control Authority, Thomas Roy, Director of Public Works, Jeff Shea, Town Engineer, Fred Sifodaskalakis, Lieutenant, Simsbury Police Department, Gerry Toner, Recreation Director and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance

PUBLIC AUDIENCE

Ms. Joan Coe, 26 Whitcomb Drive, stated that she believes that the 2016/2017 budget is bloated and discussed the increased salaries of some Town employees. She also discussed the following topics:

- Simsbury Farms attendance trend
- The Hartford building loss of taxes
- Offline Budget coming out of the General Fund
- Performing Arts Center asking for \$15,000 for a new golf cart for a private organization
- Simsbury Farms Golf Course
- Main Street Partnership funding of \$50,000
- Ethel Walker \$500,000 infrastructure
- CIP and CNR

OVERVIEW OF BUDGET

- **Registrar of Voters** – Karen Cortes outlined the Registrar of Voters budget to Board members and noted that it has increased significantly due to the election event coming in August as well as the following:
 - Open and staff four polling locations for the primary in August
 - Increased staffing needs and materials for the presidential election
 - Unfunded mandates
 - Approximately 400 people coming into Town Hall to register to vote
 - Training for Registrar of Voters

Board members discussed and asked questions on the Registrar of Voters budget with Ms. Cortes which included salary increases.

Mr. Askham made a motion to amend the agenda to move Water Pollution Control above Engineering. Ms. Cook seconded the motion. All were in favor and the motion passed.

• **Public Works and Water Pollution Control**

Mr. Roy discussed the Public Works 2016/2017 slide presentation. Slides included the following:

- Who We Are – Employees in Public Works and Water Pollution Control
- Supporting Other Departments
- Public Works Administration

Mr. Piazza reviewed the following budget slides for Water Pollution Control

- Overview
- Mission – Duties
- Key Statistics
- Major Accomplishments
- WPCA Budget

Mr. Roy discussed the following Building Grounds slides:

- Building Grounds
- B&G at Work
- Typical Building Services
- B&G Still Working

Mr. Roy presented the following slides on the Highway Department

- 165 Miles of Roadway
- Tree Work
- Roadway Paving
- Drainage Work
- Culvert Replacement
- Plowing
- Street Sweeping
- Barricades, Leaf Collection
- Guardrail and Signs
- Fleet Maintenance
- Landfill – Bulky Waste
- Outreach Efforts
- Community Involvement
- Budget Pressures
- Budget Summary
- Budget Drivers
- Good News – Savings

Board members discussed and asked questions on the Public Works and Water Pollution Control budgets with Mr. Roy and Mr. Piazza, which included Salt pricing and purchase for the Town.

Mr. Roy also explained the sewer allocation asked by Mr. Paine.

Ms. Heavner and Board members discussed the memo from Mr. Roy, dated March 10, 2016 regarding the Advantages for Early Buyout Upgrades to Town Buildings, which included the Spend-to-Save program.

Mr. Roy discussed the memo from Kevin Clemens regarding the Additional Person – Highway Dept. dated January 29, 2016 with Board members. He also discussed the possibility of the Town purchasing the street lights in Town

- **Engineering**

Mr. Shea presented the Engineering 2016/2017 budget to Board members. Slides included the following:

- Mission Statement
- FY17 Budget Changes
- Core Activities
- Other Services We Provide
- Accomplishment During FY 2016 (2 slides)
- FY 2017 Priorities
- Additional Funded Capital Projects in Development
- FY 2017 Proposed Capital Projects
- Major Private Development Projects Currently Under Construction
- New Private Development Projects Anticipated in FY17

Ms. Heavner and Board members discussed the request from Mr. Shea for an Assistant Town Engineer to help manage the day to day activities. Ms. Heavner noted that she was not able to fund this position at this time. She stated that they are considering sharing this position with the Board of Education to share the cost.

Board members discussed and asked questions on the Engineering budget with Mr. Shea.

- **Library**

Due to illness, this has been rescheduled to the Monday night meeting.

Mr. Paine made a motion to amend the agenda to add Nancy Anstey, Executive Director, Farmington Valley Visitors Association Mr. Kelly seconded the motion. All were in favor and the motion passed.

Ms. Anstey gave a brief overview of the Farmington Valley Visitors Association budget and what they do for the Town of Simsbury. She noted that there is a Board of Directors and she is the only employee in the organization. Ms. Anstey noted that the FVVA is a great resource for residents, relocation residents as well as visitors. She noted that they represent Simsbury, Canton, Farmington, Avon, Granby, East Granby, New Hartford and Burlington and they are a non-profit organization.

- **Public Safety**

Chief Ingvertsen and Lieutenant Sifodaskalakis presented an overview of the Public Safety 2016/2017 budget to Board members. Slides included:

- FY 2017 Goals
- Enhance Traffic Safety
 - Visibility and Enforcement
- 2015 Keeping our Roadways Safe
- Signage

- Child Passenger Safety
- Increase Growth and Development Staff
 - Active Shooter Training
- Police Training
- Project Lifesaver
- Continue to Preserve and Create Excellent Community Relations
- Senior Picnic
- Bike to School/JR. Police Academy
- Winter Coat Drive & Toy Drive
- Simsbury Police Cadets/Citizens Police Academy
- Medication Drop Box/Top Dog Contest
- Programs on SCTV/Children’s Reading Program
- Key Statistics
- 2015 Grants
 - New Camera (Video) Server
 - Jag Grant
 - Bullet Proof Vest Grant
 - High Risk Rural Speed Enforcement Initiative
 - Total Grant Awarded \$34,970.00
- Cost Savings Initiatives
- Growth Impacting Police Services
- Residential Property Under Construction
- New (non-residential) Under Construction
- Development Approved
- Proposed Construction
- Proposal for FY 2017
- Capital Non-Recurring Budget Request

Board members discussed the Public Safety 2016/2017 budget which included body cameras on police officers. Ms. Heavner requested inviting the Police Commissioner to the meeting on Monday night to discuss the body cameras.

Chief Ingvertsen included the Animal Control contractual which raises the salary to the original step with an increase of \$5,000.

- **CIP**

Mr. Shea and Mr. Roy presented and discussed the Capital Improvement Plan to Board members. Slide presentation included the following:

- Multi Use Connections & Master Plan Updates FY 2017 \$1,160,000
- Simsbury Farms Golf Course Improvements FY 2017 \$125,000
- Park Improvements FY 2017 \$30,000
- Athletic Field Improvements FY 2017 \$30,000
- Greenway Improvements FY 2017 \$240,000
- Open Space Planning and Improvements FY 2017 \$400,000
- Street Lighting Purchase/Lighting Improvements FY 2017 \$600,000
- Simsbury Veteran Memorial FY 2017 \$100,000
- Plan of Conservation and Development/Land Use Studies FY 2017 \$225,000
- Highway Pavement Management FY 2017 \$2,500,000

- Municipal Building Renovations FY 2017 \$44,000
- Dam Evaluations & Repairs FY 2017 \$145,000
- Town Facilities Master Plan FY 2017 \$400,000
- Public Works Complex Infrastructure Improvements FY 2017 \$450,000
- Town Hall Site and Safety Improvements FY 2017 \$385,000
- Portable Generator Project/Generator Infrastructure FY 2017 \$170,000
- Project Planning Funds FY 2017 \$25,000
- Sewer Main Extensions – Massaco Street FY 2017 \$104,000
- Hopmeadow/Center Area Sewer Repairs FY 2017 \$100,000
- Skidsteer Track Loader with Brush Cutter FY 2017 \$83,103
- Oxidation Ditch Dissolved Oxygen Control FY 2017 \$27,000
- Storage Building FY 2017 \$65,000

Mr. LaClair presented the Capital Improvement Plan for the Board of Education to Board members.

Slides included the following:

- 2016/2017 Year One Capital Improvement Plan
- District Network Infrastructure
- Henry James Renovation – Phase II \$1,950,000
- Henry James Memorial School Second Floor Hallway Renovations
- Henry James Memorial School Fire Suppression Expansion
- 2017 – 2018 Year Two Highlight
- SHS Turf Field Replacement Review of Timeline
- SHS Turf Field Replacement
- Climate Control Project – 7 Schools Phase II \$950,000

Board members asked questions to Mr. LaClair on the Board of Education CIP Budget, which included the sprinkler system and other items needed in the schools.

- **CNR**

Mr. Shea and Mr. Roy reviewed the CNR projects to Board members which totals \$416,250. Items included:

- Police Department – Purchase of 3 Patrol Vehicles - \$87,000
- Police Department – Body Cameras (40) - \$59,750
- Police Department – Uninterruptible Power Supply for Communications division - \$20,000
- Engineering – Purchase of Support Vehicles (Used) - \$15,000
- Public Works – Highway Plow Truck - \$155,000
- Library – Program Room Technology Upgrade - \$8,000
- PAC – Cushman Utility Vehicle - \$15,000
- Public Works – Small Pickup Truck-Buildings & Grounds (Used) - \$11,500
- Culture Parks and Recreation – Small Mower with Bagger - \$13,000
- Culture Parks and Recreation – ¾ Ton Pickup Truck - \$32,000

Total for all CNR projects is \$416,250

Board members discussed the CNR projects.

POSSIBLE ACTION/DISCUSSION

Mr. Askham suggested using cash for the CNR projects and this was discussed by Board members.

Ms. Heavner noted items to be reviewed by Board members before their next meeting.

ADJOURN

Ms. Askham made a motion to adjourn the meeting at 1:52 p.m.. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,
Leslie Brigham

**Town of Simsbury Board of Selectmen – “Subject to Approval”
REGULAR MEETING MINUTES
Monday, March 14, 2016 at 6:00PM
Simsbury Town Offices – Main Meeting Room
933 Hopmeadow Street, Simsbury, Connecticut**

PRESENT: First Selectman Lisa Heavner, Selectmen Sean Askham, Cheryl Cook, Christopher Kelly, Elaine Lang and Michael Paine.

ABSENT: None.

The Board of Selectmen Regular Meeting Budget Workshop was called to order at 6:32PM.

1. PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

2. PUBLIC AUDIENCE:

Ms. Joan Coe of 26 Whitcomb Drive declared her congratulations to the Charter Revision Commission adopting a town manager for Simsbury and expressed concerns with the need to hire outside council regarding 200 Hopmeadow Street. She also voiced opposition with a concert, Slightly Stoopid, that is scheduled at the Simsbury Performing Arts Center.

Mr. Robert Kalechman of 781 Hopmeadow Street also spoke about the charter revision work and voiced opposition to the purchase of a new Cushman for the Simsbury Performing Arts Center.

3. PRESENTATIONS:

No business discussed.

4. FIRST SELECTMAN'S REPORT:

Ms. Heavner noted that this Board has held two budget workshops this month already and will hold, if necessary, additional meetings on Wednesday, March 16, 2016 at 5:30PM and Saturday, March 19, 2016 at 8:00AM. She reported that the meetings held previously may be viewed on Simsbury Community TV. Additionally, Ms. Heavner reported that the Board of Selectmen will present its budget to the Board of Finance on March 29, 2016 at 5:45PM. She further noted that the Board of Finance will hold a budget hearing on April 6, 2016 at 6:00PM at the Simsbury High School Amphitheatre followed by a likely referendum on May 10, 2016. She noted that budget information can be obtained on the town's website at www.simsbury-ct.gov, explaining that all budget information can be accessed through the “HOW DO I...?” (top part of webpage, first tab on left).

Ms. Heavner also encouraged folks to take advantage of the tax assistance program through the Simsbury Public Library, a program providing trained and certified tax volunteers free of charge. She noted appointments may be booked through phoning the Simsbury Senior Center at (860) 658-3273.

MOTION: Ms. Elaine Lang, Mr. Sean Askham second, **to amend the agenda to add an agenda item, Financial Authorizations, after agenda item ‘G’; unanimously approved.**

5. SELECTMENT ACTION:

A. Approve Tax Refunds.

MOTION: Ms. Cheryl Cook, Mr. Christopher Kelly second, **to approve tax refunds in the amount of \$1,705.01; unanimously approved.**

B. Appointment of Special Legal Counsel – Land use Commissions for development associated with 200 Hopmeadow Street.

Director of Planning and Community Development Jamie Rabbit addressed the Board, explaining that there is a potential conflict of interest with town counsel with matters associated with 200 Hopmeadow Street. He noted that Attorney Mike Zizka is a well-respected land use attorney and the author of "What's Legally Required?", a reference guide widely used by planners, zoning enforcement officers, and wetlands agents throughout the state.

MOTION: Mr. Kelly, Mr. Michael Paine second, **to permit the First Selectman to enter into a contract with Mr. Zizka of Murtha & Cullina for legal matters associated with 200 Hopmeadow Street; unanimously approved.**

C. Review and discuss waiver of \$290 Zoning Application Fee.

Mr. Fergusuon Jansen, a representative of the Simsbury Performing Arts Center, to respond to questions regarding this application, noting that this group is a non-profit group.

MOTION: Mr. Kelly, Mr. Askham second, **to waive the \$290 Zoning Application Fee for a Special Exception of the Zoning Regulations regarding the sale of alcohol at the Performing Arts Center; unanimously approved.**

MOTION: Ms. Lang, Mr. Askham second, **to amend the agenda to let Mike Long speak to the notion of body cameras; unanimously approved.**

D. Review and discuss Body Cameras;

Police Commission Chairman Mike Long appeared before the Board to discuss the capital non-recurring budget appropriation of ±\$59K for body cameras for the police officers. He noted that Police Chief Peter N. Ingvertsen and Lieutenant Fred Sifodaskalakis were also present.

Mr. Long explained the rationale behind the planned purchase of body cameras, noting that the commission began contemplating the idea about the same time that cameras were installed on patrol cars. He noted that these function as a tremendous training aid as both rookie and veteran officers alike learn new or better ways in conducting traffic stops. He noted that they also function well as diffusers, in incidences where people are tempted to file a complaint about a given officer as viewing themselves through video is often enlightening to how events truly play out. Mr. Long explained that cell phone cameras and go-pro cameras have become ubiquitous in society, particularly among youngsters who are very likely to film anything. He noted that the videos often seen of police officers through the media are generally never from the perspective of the officer. Mr. Long reported that the commission deliberated on how to protect both the officers and the Town from distorted portrayals of potential liability type situations. He noted that body cameras will function to provide the full story, providing a fair representation to all parties in a dispute. He noted that Tasers have also been added to the department's non-lethal weapons, that Tasers tend to further increase the use of other's cameras, and noted that the commission deems the exposure even larger now. He noted that the department being an early adapter to the use of body cameras will be in a position to formulate model policies and procedures for use by regulators.

Ms. Lang noted concern with body cameras and the possible implications as a result of Freedom of Information. Ms. Lang explained that there are currently no policies in place and has concerns with sensitivity. Mr. Long explained that this is precisely why the ability to acquire the cameras should be in place, so that the necessary time to adopt the policies and procedures is allowed. Ms. Cook expressed concern with the technology changing by the time that the policies and procedures are in place. She also expressed concern with the associated costs with the cameras beyond the costs of the purchase, such as data storage and copies. Mr. Long noted that part of the request does include additional storage space. Ms. Heavner noted that while it may take six to eight months to develop the necessary policies for the body cameras, a year from now would be March which would still be within FY2017. Mr. Askham explained that he did not disagree that cameras could mitigate liability instead noting that he challenges the assumption that there is even a great deal of liability in the first place because of the officers and the type of community that Simsbury is. Mr. Kelly noted that because the commission has decided that they want to do this, he opined that it is the right time to budget for them and is confident that the policies and regulations will get

developed appropriately. Ms. Heavner reported that CCM (Connecticut Conference of Municipalities), COST (Connecticut Council of Small Towns), and CRCOG (Capitol Region Council of Governments) have all indicated that the use of body cameras by police officers will be a mandate next year or the year after.

E. Review and discuss waiver of fees for the Simsbury Light Opera Company Event at Eno Hall.

A representative from Simsbury Light Opera Company appeared before the Board seeking a waiver of rental fees for this groups rehearsal and performance times for Eno Hall on April 4, April 6, April 8, April 9, April 10, April 16, and April 17 of this year.

MOTION: Ms. Cook, Mr. Askham second, **to waive the rental fees for Eno Hall for the dates outlined in the Board's packet with the exception of custodial fees; unanimously approved.**

F. Review and discuss waiver of fees for the Theatre Guild of Simsbury Event at Eno Hall.

Ms. Kristen Pomeroy of the Theatre Guild of Simsbury appeared before the Board seeking a waiver of fees for a fundraising event to benefit the scholarship fund for two graduating seniors from Simsbury. Ms. Lang recused herself from voting on this application, noting that her daughter is involved with this group and exited the Meeting Room.

MOTION: Ms. Cook, Mr. Askham second, **to waive the rental fees for Eno Hall for the dates outlined in the Board's packet with the exception of custodial fees; Motion passed with Ms. Heavner, Ms. Cook, Mr. Askham, Mr. Payne, and Mr. Kelly voting aye while Ms. Lang abstained.**

G. Approve Public Gather Permit Applications for 2016 Events.

Culture, Parks, and Recreation Director Gerry Toner appeared before the Board reporting that a Public Gathering Permit meeting was held on February 23, 2016 for organizations interested in securing permission for events held on town owned property.

MOTION: Mr. Askham, Ms. Cook second, **to approve the public gather permits for the PAC site for Simsbury Flea Market/Smorgasbord for April 30, 2016, Lions Club Journey for Sight on May 7, 2016, My Best Friend's 5K Road Race for May 14, 2016, Slightly Stoopid Concert for July 24, 2016, Summer Music Festival on August 11, 2016, Summer Music Festival on August 26, 2016, Septemberfest for September 9-11, 2016, Women's Club Arts and Crafts Festival for September 16-18, 2016, and Chamber of Commerce Chili Festival for September 18, 2016 and October 29, 2016; unanimously approved.**

MOTION: Mr. Askham, Mr. Paine second, **to hold the dates for the Arts Center events for Friday, June 24, 2016, Wednesday, July 20, 2016, and Wednesday, September 7, 2016; unanimously approved.**

Ms. Heavner requested that Mr. Toner advise the Performing Arts Center that they will need to return to the Board for final approval regarding these last three dates. Mr. Toner confirmed.

H. Approve Payment of \$850 to U.S. Treasury for Friends of Simsbury Farms 501(c)3 status.

Gerry Wetjen from the Friends of Simsbury Farms appeared before the Board reminding them that this is a group formally formed in November, 2015. He explained that in order to fundraise the group needs to apply for nonprofit status through a 501(c)3 application. Mr. Wetjen reported that if a group is likely to raise in excess of \$10K over four years, the application fee is \$850 whereas if that threshold was likely to not be reached, the filing fee is \$400.

MOTION: Mr. Askham, Ms. Cook second, **to approve the \$850 payment to U.S. Treasury for Friends of Simsbury Farms 501(c)3 status; unanimously approved.**

I. Financial Authorizations.

MOTION: Ms. Lang, Mr. Askham second, **to adopt the following resolution: Be it resolved that the officer(s) named in Section II (see attached document) or any one of them is (are) hereby authorized to buy, sell, assign and endorse for transfer, certificates representing stocks, bonds, or other**

securities now registered or hereafter registered in the name of the Organization named in Section I; unanimously approved.

J. Approve Resolution authorizing the Town of Simsbury Defined Contribution Plan to comply with the requirements of the Pension Protection Act of 2006 (PPA), the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act), the Worker, Retiree, and Employer Recovery Act of 2008 (WRERA) and other applicable guidance.

MOTION: Mr. Askham, Ms. Cook second, **to approve the attached Resolution authorizing the Town of Simsbury Defined Contribution Plan to comply with the requirements of the Pension Protection Act of 2006 (PPA), the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act), the Worker, Retiree, and Employer Recovery Act of 2008 (WRERA):**

Action by Unanimous Consent of Government Entity

Restatement of Qualified Retirement Plan

The undersigned as the persons entitled to make decisions on behalf of the Town of Simsbury ("Employer") hereby consent to the following resolutions:

WHEREAS, the Employer has maintained the Town of Simsbury Defined Contribution Plan ("Plan") since 7-1-2013 for the benefit of eligible employees;

WHEREAS, the Employer has decided to restate the above-referenced Plan to comply with the requirements of the Pension Protection Act of 2006 (PPA), the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act), the Worker, Retiree, and Employer Recovery Act of 2008 (WRERA) and other applicable guidance;

NOW, THEREFORE, BE IT RESOLVED that the Employer hereby adopts the Town of Simsbury Defined Contribution Plan as a complete restatement of the prior Plan, to be effective 1-1-2016.

RESOLVED FURTHER that the Employer is authorized to execute the restated Plan document and perform any other actions necessary to implement the adoption of the Plan restatement. The Employer may designate any other authorized person to perform the actions necessary to adopt the Plan restatement. A copy of the Plan shall be retained in the business office of the Employer.

FURTHER RESOLVED that the Employer will act as the administrator of the Plan and will be responsible for performing all actions necessary to carry out the administration of the Plan. The Employer may designate any other person or persons to perform the actions necessary to administer the Plan.

FURTHER RESOLVED that Plan participants shall be provided with a summary of the Plan provisions within a reasonable period of time following the adoption of the Plan.

Unanimously approved. The resolution was then passed around to the board to gather each and every signature of the Selectmen.

K. Approve entering into a contract with BlumShapiro to Perform an Assessment of the IT Operations of the Town and School District of Simsbury.

Ms. Heavner referred the Board to the proposal within their packages, noting that it includes a review of IT strategies, roadmaps and plans, core functions, and support and maintenance processes, including information security and privacy practices. Additionally, BlumShapiro would be charged with reviewing current IT organizational leadership and staffing, job descriptions, roles and responsibilities, with reviewing methods used to prioritize, schedule and resource technology projects, according to Ms. Heavner. She also noted that the purpose of their work would include realizing efficiencies and economies of scale through shared resources or purchasing power, to document findings and any gaps observed as part of the discovery efforts, and to provide constructive and practical recommendations to achieve potential change. Ms. Heavner noted after taking a high level look, this is an opportunity to take a deep level look and noted that BlumShapiro comes highly recommended.

MOTION: Mr. Kelly, Mr. Paine second, **to approve entering into a contract with BlumShapiro to Perform an Assessment of the IT Operations of the Town and School District of Simsbury; unanimously approved.**

M. Budget Discussion and Possible Action.

Simsbury Public Library Director Lisa Karim appeared before the Board and provided a power point presentation regarding the Library's proposed FY2017 budget. Using the theme of livability, Ms. Karim noted that the state is really focusing on this because Connecticut has an aging population. She explained that Simsbury has an aging population, too. Ms. Karim peppered her presentation with library patrons holding signs, sharing the dollar value achieved through the use of the library. She noted that the dollar value was derived from Library Use Calculator created by the Massachusetts Library Association and adopted by the American Library Association. Ms. Karim addressed the return on investment in terms of library dollars, reporting that for every tax dollar invested in the Library, residents received \$5.47 in materials, programs, and services. She noted that last year the Library received 361,547 visits to the library which was up 15% from the previous use year. Ms. Karim reported that since 2013, there has been over 100,000 more visitors per year coming to the Library, explaining the increase in Building and Cleaning Supplies request. She reported that the number of programs provided last year was up 43% and attendance was up 44% over the preceding year, noting that 38,600 people attended programs. She also shared the benefits received from improvements to the Library including the Business Resource Center, the new wall installed in the Teen Space, the new computers provided for the Teen Space, a picnic table received from Ensign Bickford, a Mini Makers Space, Printer-On (a remote printer), Mango Languages (an online language learning tool), and Foundation Center (helps non-profits to find grants). Ms. Karim provided an overview of the many different and varied programs offered by the Library.

Ms. Karim noted her concern with maintaining service levels at the reference desk, reporting that she had requested an additional appropriation of \$8,800, but had it cut to \$4,400. In response to a question from Mr. Askham regarding the breakout of increases between contractual increases and additional hours, Ms. Karim noted that contractual increases bring them to 1.8% whereas when coupled with the additional hours, the increase is at 1.9%. It was noted that the Board may want to review including \$8,800 for 6 hours of added part-time help for the entire year rather than only six months.

The Board took a ten-minute break at 8:00PM.

Ms. Heavner noted that a memorandum from Town Engineer Jerome F. Shea, P.E. dated March 14, 2016 regarding his FY2017 Budget Request for an engineering support position was included in the Board's package.

Mr. Rabbit addressed the Board regarding the capital proposal and what those expenditures are. He noted that of the \$222,500 requested, which will include the Plan of Conservation and Development, the Weatogue Zoning Regulations Form Based Code, Regulatory Review and Update to Land Use Regulation. He noted that he had discussed Educational Programs with the Commissions and has added this in formally. Mr. Rabbit reported that Development of Project Studies, Development of Concept Plans, Urban Design and Architecture for key projects within Simsbury Center Code District, the Route 10 Hopmeadow Corridor, both south and north of Simsbury Center as well as developing design guidelines and architectural standards for the form based codes. He noted the dollar amounts attributed to each of these.

Interim Finance Director Sean Kimball reviewed through an excel worksheet, projected for all to see, noted as operating impact or CNR (capital non-recurring) or capital budgetary items the Board had deemed worthy of reconsideration.

Ms. Heavner reported that she had been invited to the Board of Finance meeting the following evening, March 15, 2016, and urged fellow board members to join her.

Mr. Kimball gave a brief budget status report, noting that the town is tracking on trend.

6. OTHER BUSINESS:**A. Update on Senior Community Center Project.**

Ms. Heavner reported that the Senior Community Center Project is back at building, awaiting a space design concept to see another option if the building is attached.

7. APPOINTMENTS AND RESIGNATIONS:

A. Reappoint Richard Ostop (D) to the Hartford Area Cable Television Advisory Council with an expiration date of June 30, 2017.

MOTION: Ms. Lang, Mr. Paine second, **to reappoint Richard Ostop (D) to the Hartford Area Cable Television Advisory Council with an expiration date of June 30, 2017; unanimously approved.**

B. Reappoint Kenneth N. Picard (D) to the Hartford Area Cable Television Advisory Council with an expiration date of June 30, 2017.

MOTION: Mr. Paine, Mr. Askham second, **to reappoint Kenneth N. Picard (D) to the Hartford Area Cable Television Advisory Council with an expiration date of June 30, 2017; unanimously approved.**

8. REVIEW OF MINUTES:

A. Regular Meeting of February 22, 2016 – Public Hearing.

B. Regular Meeting of February 22, 2016.

C. Regular Budget Workshop Meeting of February 29, 2016.

No changes were made to the Regular February 22, 2016 – Public Hearing Meeting Minutes, the Regular February 22, 2016 Meeting Minutes or the Regular Budget Workshop February 29, 2016 Meeting Minutes.

9. SELECTMEN LIAISON AND SUBCOMMITTEE REPORTS:

A. Personnel.

No business was discussed.

B. Finance.

No business was discussed.

C. Welfare.

No business was discussed.

D. Public Safety.

No business was discussed.

E. Board of Education.

No business was discussed.

10. ADJOURN:

MOTION: Ms. Lang, Mr. Askham second, **to adjourn at 8:52PM; unanimously approved.**

Respectfully submitted,

**Pamela A. Colombie
Commission Clerk**

Entity Information

Non-Corporate Resolution

NCR

Account Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Rep ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Instructions: This form must be submitted when opening an account for an association or other non-corporate organization. This form designates individuals who are specifically authorized to give instructions on behalf of the organization. Please attach a photocopy of the ID document listed in Section I. For non-profit organizations a copy of the most recent IRS Form 990 may be submitted in lieu of the Articles of Incorporation, Business License, etc.

Not to be used when opening accounts for corporations, partnerships, LLCs, sole proprietorships, or incorporated non-profits.

Please Fax the completed form along with ID documentation to New Accounts at (858) 202-8325.

Section I: Organization Information

Name of Organization Town of Simsbury	Type of Organization Municipality
Name of Governing Body of the Organization Board of Selectmen	Name of Document under which Organization Operates Charter of the Town of Simsbury

Document Type: ☐ Articles of Incorporation ☐ Business License ☐ Partnership Agreement ☐ Certificate of Good Standing

Document Number (Tax ID/SSN not acceptable) <input type="text"/>	Place of Issuance <input type="text"/>	Document Issuance Date <input type="text"/>	Document Expiration Date (if applicable) <input type="text"/>
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Is this account for a government entity? ☒ Yes ☐ No

Section II: Authorized Officers Information

1. Primary Authorized Officer Information

Authorized Officer Sean M. Kimball - Interim Director of Finance/Treasurer	Social Security Number <input type="text"/>	Date of Birth <input type="text"/>	ID Number <input type="text"/>
Residence Address (no P. O. Boxes) <input type="checkbox"/> Same as mailing address <input type="text"/>	Country of Citizenship <input type="text"/>	ID Type <input type="text"/>	ID Issuance Date <input type="text"/>
<input type="text"/>	Home Phone <input type="text"/>	ID Place of Issuance <input type="text"/>	ID Expiration Date <input type="text"/>

- ☐ Mark here and complete the below information if a FINRA employee or person associated with a broker/dealer or municipal securities dealer has a financial interest in, controls trading in, or has discretionary authority over this account (e.g., accounts for minor children). This includes situations where you are employed by FINRA or associated with a broker/dealer or municipal securities dealer. This also includes situations where your spouse, domestic partner, or other immediate family member is employed by FINRA or associated with a broker/dealer or municipal securities dealer.

LPL will notify FINRA, the broker/dealer, or the municipal securities dealer regarding this account and may transmit duplicate statements, confirmations and other information concerning the account. By completing and signing this new account application, you authorize LPL to provide transactional data as listed above to FINRA, the broker/dealer, or municipal securities dealer as applicable.

Full Name of Person Associated with Firm or FINRA <input type="text"/>	Relationship to Account Holder of Person Associated with Firm or FINRA <input type="text"/>	Name of Associated Firm (if FINRA, list FINRA) <input type="text"/>
Address of Person Associated with Firm or FINRA <input type="text"/>	Corporate Compliance Mailing Address of firm <input type="text"/>	

☐ Mark here if you or any member of your immediate family has been a corporate officer, director, or owner of 10% or more of any public corporation within the past three months.



Member FINRA/SIPC



2. Secondary Authorized Officer Information

Authorized Officer Lisa L. Heavenner - First Selectman	Social Security Number	Date of Birth	ID Number
Residence Address (no P. O. Boxes) <input type="checkbox"/> Same as mailing address	Country of Citizenship	ID Type	ID Issuance Date
	Home Phone	ID Place of Issuance	ID Expiration Date

- ☐ Mark here and complete the below information if a FINRA employee or person associated with a broker/dealer or municipal securities dealer has a financial interest in, controls trading in, or has discretionary authority over this account (e.g., accounts for minor children). This includes situations where you are employed by FINRA or associated with a broker/dealer or municipal securities dealer. This also includes situations where your spouse, domestic partner, or other immediate family member is employed by FINRA or associated with a broker/dealer or municipal securities dealer.

LPL will notify FINRA, the broker/dealer, or the municipal securities dealer regarding this account and may transmit duplicate statements, confirmations and other information concerning the account. By completing and signing this new account application, you authorize LPL to provide transactional data as listed above to FINRA, the broker/dealer, or municipal securities dealer as applicable.

Full Name of Person Associated with Firm or FINRA	Relationship to Account Holder of Person Associated with Firm or FINRA	Name of Associated Firm (if FINRA, list FINRA)

Address of Person Associated with Firm or FINRA	Corporate Compliance Mailing Address of firm

- ☐ Mark here if you or any member of your immediate family has been a corporate officer, director, or owner of 10% or more of any public corporation within the past three months.
- Name of Corporation(s)

3. Tertiary Authorized Officer Information

Authorized Officer	Social Security Number	Date of Birth	ID Number
Residence Address (no P. O. Boxes) <input type="checkbox"/> Same as mailing address	Country of Citizenship	ID Type	ID Issuance Date
	Home Phone	ID Place of Issuance	ID Expiration Date

- ☐ Mark here and complete the below information if a FINRA employee or person associated with a broker/dealer or municipal securities dealer has a financial interest in, controls trading in, or has discretionary authority over this account (e.g., accounts for minor children). This includes situations where you are employed by FINRA or associated with a broker/dealer or municipal securities dealer. This also includes situations where your spouse, domestic partner, or other immediate family member is employed by FINRA or associated with a broker/dealer or municipal securities dealer.

LPL will notify FINRA, the broker/dealer, or the municipal securities dealer regarding this account and may transmit duplicate statements, confirmations and other information concerning the account. By completing and signing this new account application, you authorize LPL to provide transactional data as listed above to FINRA, the broker/dealer, or municipal securities dealer as applicable.

Full Name of Person Associated with Firm or FINRA	Relationship to Account Holder of Person Associated with Firm or FINRA	Name of Associated Firm (if FINRA, list FINRA)

Address of Person Associated with Firm or FINRA	Corporate Compliance Mailing Address of firm

- ☐ Mark here if you or any member of your immediate family has been a corporate officer, director, or owner of 10% or more of any public corporation within the past three months.
- Name of Corporation(s)



4. Quaternary Authorized Officer Information

Authorized Officer <input type="text"/>	Social Security Number <input type="text"/>	Date of Birth <input type="text"/>	ID Number <input type="text"/>
Residence Address (no P. O. Boxes) <input type="checkbox"/> Same as mailing address <input type="text"/>	Country of Citizenship <input type="text"/>	ID Type <input type="text"/>	ID Issuance Date <input type="text"/>
<input type="text"/>	Home Phone <input type="text"/>	ID Place of Issuance <input type="text"/>	ID Expiration Date <input type="text"/>

- ☐ Mark here and complete the below information if a FINRA employee or person associated with a broker/dealer or municipal securities dealer has a financial interest in, controls trading in, or has discretionary authority over this account (e.g., accounts for minor children). This includes situations where you are employed by FINRA or associated with a broker/dealer or municipal securities dealer. This also includes situations where your spouse, domestic partner, or other immediate family member is employed by FINRA or associated with a broker/dealer or municipal securities dealer.

LPL will notify FINRA, the broker/dealer, or the municipal securities dealer regarding this account and may transmit duplicate statements, confirmations and other information concerning the account. By completing and signing this new account application, you authorize LPL to provide transactional data as listed above to FINRA, the broker/dealer, or municipal securities dealer as applicable.

Full Name of Person Associated with Firm or FINRA <input type="text"/>	Relationship to Account Holder of Person Associated with Firm or FINRA <input type="text"/>	Name of Associated Firm (if FINRA, list FINRA) <input type="text"/>
Address of Person Associated with Firm or FINRA <input type="text"/>	Corporate Compliance Mailing Address of firm <input type="text"/>	
<input type="checkbox"/> Mark here if you or any member of your immediate family has been a corporate officer, director, or owner of 10% or more of any public corporation within the past three months.	Name of Corporation(s) <input type="text"/>	

Section III: Certification

Be it resolved that the officer(s) named in Section II or any one of them is (are) hereby authorized to buy, sell, assign and endorse for transfer, certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of the Organization named in Section I.

We hereby certify that the foregoing is a true copy of a resolution duly adopted by the governing body of the Organization, at a meeting, duly called, held on:

At this meeting a quorum was present and voting and that the same has not been repealed or amended and remains in full force and effect and does not conflict with the document under which the Organization is operating.

We further certify that the following are the signatures of the officers authorized by the foregoing resolution to act for this Organization:

Officer's Signature <input type="text"/>	Sean M. Kimball Officer's Name (print) <input type="text"/>	Date <input type="text"/>
Officer's Signature <input type="text"/>	Lisa L. Heavner Officer's Name (print) <input type="text"/>	Date <input type="text"/>
Officer's Signature <input type="text"/>	Officer's Name (print) <input type="text"/>	Date <input type="text"/>
Officer's Signature <input type="text"/>	Officer's Name (print) <input type="text"/>	Date <input type="text"/>

In witness whereof, I have hereunto set my hand and affixed the seal of said organization this day:

Corporate Seal (If there is no Corporate Seal, Write "None.")

Secretary or Appointing Officer's Name (print)
(write "none" if there is no other officer)

Secretary or Appointing Officer's Signature

(Authorized signer and secretary or officer appointing authorized signer may not be the same). If there is only one officer named in Section II and he is the organization's only authorized officer, the officer hereby certifies that the officer is the sole owner of the organization identified in Section I and there is no one else having any right, title or interest therein. As the sole owner of the organization, the officer hereby authorizes you to accept checks for credit to the officer's personal account that are drawn on this organization. As the sole owner of the organization, the officer is the only person authorized to sell, assign, or endorse for transfer certificates representing stock, bonds, or other securities registered in the name of or on behalf of said organization.

Account Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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SIMSBURY BOARD OF SELECTMEN – BUDGET WORKSHOP

Special Meeting Minutes – **March 16, 2016** - Subject to Vote of Approval – 4 pages.

The meeting was called to order at 5:38 p.m. by Lisa Heaver, *First Selectman*, in the Town Hall Main Meeting Room. Other selectmen present included Chris M. Kelly, *Deputy First Selectman*; Elaine W. Lang, Cheryl B. Cook, Sean P. Askham and Mike R. Paine. Thomas Cooke, *Director of Administrative Services*, and Sean Kimball, *Interim Finance Director & Deputy Director of Administrative Services* were present. Tom Roy, *Director of Public Works*, as well as Chief Peter N. Ingvertsen and Lieutenant Sifodaskalakakis, of the *Simsbury Police Department*, were also in attendance.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC AUDIENCE

Mike Rinaldi. Mr. Rinaldi attended the Board of Finance (BoF) meeting last night. He was concerned that there was no public audience, especially since he felt that he was hearing inaccurate information. He was distressed that road maintenance projects—which have been planned and bonded along a 20 year timeline—might be added to the town’s annual maintenance budget, beginning this year. He felt that this proposal would increase the annual budget significantly, adding an unnecessary burden on taxpayers.

Joan Coe. Ms. Coe agreed with Mr. Rinaldi. She felt that proposing a completely different plan after the budget was already made was poorly timed and a bad idea. She also suggested that: 1. The town not keep using the same local law firms; 2. The Performing Arts Center is a private organization, and should not rely on town appropriations, and 3. The town should not help the new Friends of Simsbury Farms 501(c)(3) with the \$850 needed for a permit.

POSSIBLE ACTION ON PREVIOUS BUDGET WORKSHOP ITEMS

Body Camera Budget Item for the Simsbury Police. There was a long discussion about this line item, which sets aside funds for the police to buy body cameras and memory. Some selectmen were uncomfortable about purchasing cameras before a policy to control their use and to protect privacy was approved. Two options were suggested: 1. Body cameras could be purchased and stored until a policy was drafted. This would allow the police department to be prepared ahead of time. Or, 2. Body camera purchases could be delayed until a policy was drafted. Keeping the funds in the budget, but deferring the purchase would allow the police department to buy the most technologically advanced equipment by the state deadline.

The selectmen favored option number two. Mr. Paine made a motion to keep the body camera proposal of \$59,750 in the Capital Non-Recurring budget upon the condition that the Chief of Police will not authorize the expenditure or purchase of the cameras and memory until a policy

has been brought to the Board of Selectmen for comment. The motion was seconded by Mr. Kelly. Ms. Lang, Ms. Heavner, Mr. Kelly, and Mr. Paine were in favor of the motion. Ms. Cook and Mr. Askham were opposed. A quorum was met. The majority ruled. *The motion passed.*

OVERVIEW OF THE BUDGET

At the BoF Meeting last night, the Board of Selectmen (BoS) was tasked with the goal of reducing the overall FY2016/17 budget by \$50,000, which would keep the mill rate flat. In order to do this, the board decided: 1. To delete some line items, 2. To recommend that some capital line items be paid from the General Fund (within the 1% appropriation limit) and be prioritized, and 3. To prioritize the remaining capital line items. In order to reduce the total number of cuts, board members reviewed many ways in which savings could be found and costs could be shared. They also aimed to distribute the funds fairly across departments. In addition, they recognized that: 1. Two massive projects would be funded in the next couple of years (a Senior/Community Center and the final renovations to Henry James Memorial School), and 2. The financial decisions they made today would impact how much the town would be able to spend on capital projects in the next several years.

The selectmen ranked the importance of the capital projects as follows:

1% Cash Priority List

- 1 POCD
- 2 Portable Generator
- 3 Veteran's Memorial
- 4 Window Replacement
- 5 Other Planning Studies (#19)
- 6 Park Improvements
- 6 Athletic Field Improvements

Capital Priority List

- \$ 3,636,443 BOE Projects
- 1 \$ 2,500,000 Highway Pavement
 - 2 \$ 1,160,000 Multi Use Connections
 - 3 \$ 775,000 Streetlights
 - 4 \$ 450,000 Public Works Complex
 - 5 \$ 385,000 Town Hall Safety
 - 6 \$ 145,000 Dams
 - 7 \$ 240,000 Greenway Improvements
 - 8 \$ 400,000 Open Space Planning & Improvements
 - 9 \$ 400,000 Town Facilities Master Plan
 - 10 \$ 125,000 Golf Course
- \$ 9,691,443 TOTAL

They also made motions for the following plan:

I, Sean P. Askham, make a motion to approve the Board of Selectmen 2016-2017 Operating Budget in the amount of \$19,608,444 to include the following changes from the First Selectman's Proposed Budget:

\$ 2,500	Registrar of Voters Salary increase (effective 1/7/17)
\$ 50,000	Staff Engineer (\$70K: Either share with the BOE or delay the hire)
\$ (85,000)	Street Light Purchase FY17 Savings
\$ (33,074)	Energy Efficiency
\$ (7,500)	OT Adjustment with custodial position in
\$ (5,000)	Major Medical Adjustment
\$ (3,000)	Cushman/Light Utility Vehicle

The motion was seconded by Mr. Kelly. All were in favor. *The motion carried.*

I, Sean P. Askham, make a motion to approve the Water Pollution Control 2016-2017 Operating Budget in the amount of \$2,185,975. The motion was seconded by Ms. Lang. All were in favor. *The motion carried.*

I, Sean P. Askham, make a motion to approve the Residential Rental Properties 2016-2017 Operating Budget in the amount of \$42,060. The motion was seconded by Ms. Cook. All were in favor. *The motion carried.*

I, Sean P. Askham, make a motion to approve the Simsbury Farms Special Revenue Fund 2016-2017 Operating Budget in the amount of \$1,920,665. The motion was seconded by Mr. Paine. All were in favor. *The motion carried.*

I, Sean P. Askham, make a motion to approve the Capital and Non-Recurring Fund 2016-2017 Budget in the amount of \$401,250. The motion was seconded by Ms. Lang. All were in favor. *The motion carried.*

I, Sean P. Askham, make a motion to add the following new projects to the Capital Improvement Plan for FY 2016-2017 in accordance with Charter Section 803(b):

\$ 775,000	Street Lighting Purchase / Lighting Improvements
\$ 83,103	Skidsteer Track Loader with Brush Cutter
\$ 27,000	Oxidation Ditch Dissolved Oxygen Control
\$ 65,000	Storage Building

The motion was seconded by Ms. Cook. All were in favor. *The motion carried.*

I, Sean P. Askham, make a motion to approve the Capital Improvement Program to include the following projects in FY 2016-2017:

\$ 1,160,000	Multi-Use Connections & Master Plan Updates
\$ 125,000	SF Golf Course Improvements

\$ 240,000	Greenway Improvements
\$ 400,000	Open Space Planning Improvements
\$ 775,000	Street Lighting Purchase / Lighting Improvements
\$ 2,500,000	Highway Pavement Management
\$ 145,000	Dam Evaluations and Repairs
\$ 400,000	Town Facilities Master Plan
\$ 450,000	Public Works Complex Infrastructure Improvements
\$ 385,000	Town Hall Site and Safety Improvements
\$ 50,000	West Mtn. Road Area Sewer Interceptor – Design
\$ 104,000	Sewer Main Extensions / Repairs - Massaco Street
\$ 100,000	Hopmeadow / Center Area Sewer Repairs
\$ 83,103	Skidsteer Track Loader with Brush Cutter
\$ 27,000	Oxidation Ditch Dissolved Oxygen Control
\$ 65,000	Storage Building
\$ 450,000	District Network Infrastructure
\$ 1,950,000	HJMS - Renovation - Phase 2 (maintenance work, fire suppression, etc.)
\$ 675,000	SHS Turf Field Replacement
\$ 950,000	Climate Control (Phase 2)

The motion was seconded by Mr. Paine. All were in favor. *The motion carried.*

The prioritization lists will be forwarded to the BoF.

ADJOURN

Mr. Askham made a motion to adjourn the meeting. Ms. Lang seconded the motion. There was unanimous approval. *The motion carried.* The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Lorrie McElligott
Commission Clerk