

TOWN OF SIMSBURY – BOARD OF SELECTMEN
REGULAR MEETING MINUTES – DECEMBER 14, 2020
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CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:04 p.m. on ZOOM due to COVID-19. Present were: First Selectman Eric Wellman; Deputy First Selectman Sean Askham; board members Jackie Battos, Mike Paine, Wendy Mackstitus and Chris Peterson. Others in attendance included Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; Finance Director Amy Meriwether; Attorney Robert DeCrescenzo, Director of Performing Arts Center Missy DiNunno, and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

- Email written comments to ebutler@simsbury-ct.gov by 12 P.M. on Monday December 14, 2020 to be read into the record;
- Email tfitzgerald@simsbury-ct.gov by 12 P.M. on Monday December 14, 2020, to register to address the Board of Selectmen on ZOOM

PUBLIC AUDIENCE

Mr. Wellman read an email from Joan Coe, who spoke about the 11/23/20 Board of Selectmen meeting and not being able to display pictures; the Town Manager’s contract; the large family party complaint; the 11/30/20 Tri-Board meeting and fiduciary responsibilities; Simsbury Farms funds; and other issues.

PRESENTATIONS

a) Proclamation for Ed (Ned) Cosgrove

Mr. Wellman said Mr. Cosgrove is resigning from the Police Commission at the end of the year after 28 years of dedicated service. He has also served the community in other ways. He read the attached proclamation.

Mr. Askham made a motion, effective December 14, 2020, to authorize the issuance of a Proclamation in honor of Ed (Ned) Cosgrove, as attached. Ms. Battos seconded the motion. All were in favor and the motion passed.

Mr. Askham and Terry Fogarty also gave their reflections of services and sincere thanks to Mr. Cosgrove.

b) Proclamation for Ed LaMontagne

Mr. Wellman said Mr. LaMontagne has recently resigned from the Aging and Disability Commission after 26 years of dedicated service. He has been a very strong advocate for the aging and disabled residents and will leave a lasting impact on the Town.

Ms. Mackstitus made a motion, effective December 14, 2020, to authorize the issuance of a Proclamation in honor of Ed LaMontagne, as attached. Ms. Battos seconded the motion. All were in favor and the motion passed.

Mr. Paine, Ms. Mackstitus, and Mr. Peterson gave their reflections and sincere thanks to Mr. LaMontagne.

Shannon Knoll, Diana Yeisley, Mark Orenstein , and Jan Beatty gave their reflections and wished Mr. LaMontagne the best.

Mr. LaMontagne said he worked with many dedicated people and he appreciated the proclamation.

c) Simsbury Meadows Performing Arts Center Update

This item was informational only.

Robert Hensley gave a history of SMPAC and how the Master Plan was conceived in 2003. He spoke about how they obtained a 501-c3 status. He also spoke about how they obtained a STEAP Grant and do fundraising.

Ms. DiNunno spoke about their 2018-19 goals and their policies and procedures. They wanted to curate meaningful and diversified programming. They had to change a lot with COVID-19, but are doing the best they can. They also received COVID-19 relief funding.

Linda Schofield spoke about their future plans and the money they will need to continue with the plans that started 15 years ago. She said they are hoping the State grant programs will be funded again and they will apply for them again. They will also rely on private funding.

FIRST SELECTMAN’S REPORT

Mr. Wellman, First Selectman, reviewed his First Selectman’s Report.

TOWN MANAGER’S REPORT

Ms. Capriola, Town Manager, reviewed her Town Manager’s Report.

SELECTMEN ACTION

a) Tax Refund Requests

Mr. Askham made a motion, effective December 14, 2020, to approve the presented tax refunds in the amount of \$22,065.76 and to authorize Town Manager, Maria E. Capriola, to execute the tax refunds. Ms. Mackstitus seconded the motion. All were in favor and the motion passed.

b) Extension of Temporary Suspension of Acceptance of Cash Payments

Mr. Wellman said the Town Manager feels an extension of the suspension of cash payments is needed, due to the pandemic, until further notice.

Mr. Askham made a motion, effective December 14, 2020, to extend the suspension of acceptance of cash payments until further notice. Exceptions may be authorized by the Town Manager or Finance Director or Attorney Bob DeCrescenzo.

Further move, waive transaction of \$5 or less until further notice if check or electronic payment is not practicable. However, aquatic fees, ice rink fees, food concession transactions and all golf course fees and purchases valued at \$5 or less should not be waived. This shall remain in effect until revised or rescinded. Mr. Paine seconded the motion. All were in favor and the motion passed.

c) Donation from Garrity Asphalt Reclaiming, Inc.

Mr. Wellman said this isn't the first donation from Garrity Asphalt. The Board of Selectmen needs to approve the donation according to Chapter 100 of the Code of Ordinances, if over \$1500.

Ms. Battos made a motion, effective December 14, 2020, to accept a donation from Garrity Asphalt Reclaiming, Inc. in the amount of \$5,000 for the purpose of supporting Simsbury Community and Social Service Department programs that assist residents in need with our sincere thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

d) Donation from Trinity Episcopal Church

Mr. Wellman said the Board of Selectmen needs to approve the donation from Trinity Episcopal Church, as it is over \$1500, according to Chapter 100 of the Code of Ordinances.

Mr. Paine made a motion, effective December 14, 2020, to accept a donation from Trinity Episcopal Church, in the amount of \$2,381.21, for the purpose of supporting Simsbury Community and Social Services Department Holiday Program that assists residents in need with our sincere thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

e) Donation from Ron Perry to the Police Department

Mr. Wellman said Ron Perry reached out to the Police Chief and expressed his desire to donate \$5,000.

Ms. Battos made a motion, effective December 14, 2020, to accept the monetary donation of \$5,000 from Ron Perry for use by the Police Department with sincere thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

f) Proposed State Historic Preservation Office Planning & Survey Grant for Meadowood Barns

Mr. Wellman said this grant is to apply for \$20,000 to perform a structural analysis on the barns on the Meadowood property.

Mr. Askham made a motion, effective December 14, 2020, to approve the application for State Historic Preservation Office Planning and Survey Grant for Meadowood Barns. In the event the grant is awarded, the following additional motion is in order: Move to accept State Historic Preservation Office Planning and Survey Grant for Meadowood Barns grant and to authorize Town Manager, Maria E. Capriola to execute all documents related to the grant awarded. Ms. Mackstutus seconded the motion. All were in favor and the motion passed.

g) AFSCME Successor Collective Bargaining Agreement 2019 – 2023

Mr. Wellman said staff has negotiated a proposed successor collective bargaining agreement with AFSCME Local 2945 for Public Works and Parks employees.

Ms. Capriola went through the highlights of the agreement including raises, being a 4 year contract, and increasing insurance co-pays.

Ms. Mackstutus made a motion, effective December 14, 2020, to authorize Town Manager, Maria E. Capriola, to execute the proposed successor collective bargaining agreement between the Town of Simsbury and AFSCME Local 2945 of council 4 AFCIO Simsbury Public Works and Parks employees which will enter into effect retroactively from July 1, 2019 and expire June 30, 2021. Mr. Paine seconded the motion. All were in favor and the motion passed.

h) Proposed FY 20/21 Non-Union Compensation and Benefits

Mr. Wellman said the Personnel Sub-Committee reviewed and endorsed a 2.25% general wage increase for unaffiliated positions retroactive to July 1, 2020, for non-union employees who are not in a probationary period.

Ms. Mackstutus made a motion, effective December 14, 2020, to approve a 2.25% general wage increase for unaffiliated staff in a non-probationary status, retroactive to July 1, 2020, pending a satisfactory annual performance evaluation and that the salary ranges for those classification be adjusted accordingly; Further move, to approve a 2.25% general wage increase for unaffiliated staff in the probationary state upon successful completion of their probationary period and that the salary range for that classification be adjusted accordingly;

Further move, to approve the proposed health insurance co-pay and plan agreement changes for unaffiliated staff as presented and implemented as soon as possible. Mr. Paine seconded the motion. All were in favor and the motion passed.

i) Town Manager Compensation and Benefits

Ms. Capriola recused herself.

Mr. Wellman said the Personnel Sub-Committee recommend the Town Manager receive a 2.25% increase effective February 1, 2021 as Ms. Capriola said she would wait for the raise until then. She would also receive the same proposed health insurance changes as other non-union staff.

Mr. Askham made a motion effective December 14, 2020, to approve a 2.25% general wage increase for the Town Manager effective February 1, 2021;

Further move to apply the adopted health insurance co-pay and plan management changes for unaffiliated staff to the Town Manager and implement as soon as practicable. Mr. Peterson seconded the motion. All were in favor and the motion passed.

Ms. Capriola rejoined the meeting.

j) Shared Services Agreement with the Board of Education

Mr. Wellman said the Town and Board of Education entered into a temporary mutual agreement in January 2020. This has been a great partnership and they would like the agreement extended beyond December 2020.

Mr. Askham made a motion, effective December 14, 2020, to authorize Town Manager, Maria E. Capriola to execute a Memorandum of Agreement between the Town of Simsbury and the Simsbury Board of Education for shared services subject to approval as to form by the Town Attorney. Mr. Paine seconded the motion. All were in favor and the motion passed.

k) Business Development Incentive Policy

Mr. Wellman said this incentive policy is a great tool kit to attract and retain businesses in Town.

Ms. Capriola said the Economic Development Commission will simplify the policy documents to be more user friendly. They are also refining their policy and reviewing their application.

After some discussion, no action was taken at this time.

APPOINTMENTS AND RESIGNATIONS

a) Proposed Appointment of Rick Brush to SPIRIT Council

Mr. Paine made a motion, effective December 14, 2020, to appoint Rick Brush (D) to the SPIRIT Council as a regular member, with a term expiring December 6, 2021. Ms. Battos seconded the motion. All were in favor and the motion passed.

b) Resignations for Historic District Commission and Aging and Disabilities Commission

Mr. Askham made a motion, effective December 14, 2020, to accept the resignation of Peter Adomowicz (U), as an alternate member of the Historic District Commission, Julie Carmelich (D) as a regular member of the Historic District Commission, and Marguerite Carnell (D) as a regular member of the Historic District Commission retroactive to December 4, 2020, with our thanks. Mr. Peterson seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion, effective December 14, 2020, accept the resignation of Lorraine Doonan (D) as an alternate member of the Aging and Disability Commission, retroactive to September 1, 2020 with our thanks. Ms. Battos seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Regular Meeting of November 23, 2020

Ms. Mackstitus made a motion to accept the Regular Meeting Minutes of November 23, 2020 with the following change:

Under Liaison and Sub-Committee Reports: Ms. Mackstitus attended the last Aging and Disability Commission meeting needs to be changed to Planning Commission meeting.

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

LIAISON AND SUB-COMMITTEE REPORTS

- a) Personnel** – no report at this time.
- b) Finance** – no report at this time.
- c) Welfare** – no report at this time.

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- d) **Public Safety** – Mr. Askham said the loop has been closed on the COVID party incident by the Police Chief.
- e) **Board of Education** – no report at this time

Mr. Peterson said it was a record year for golf rounds according to Culture, Parks and Recreation. Swim and summer events were down due to COVID. Also, and RFP was done for the new restaurant at Simsbury Farms.

Mr. Wellman noted that this was the last meeting of 2020 and wished everyone a happy holiday and healthy new year.

ADJOURN

Mr. Askham made a motion to adjourn at 8:04p.m. Ms. Battos seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk