

**TOWN OF SIMSBURY – BOARD OF SELECTMEN
REGULAR MEETING MINUTES – APRIL 27, 2020**

“Approved”

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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; Wendy Mackstutis, Michael Paine, and Chris Peterson. Also in attendance was Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; and Director of Public Works Tom Roy.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Mr. Wellman said if anyone has comments for Public Audience, please email EButler@Simsbury-ct.gov.

Joan Coe, 26 Whitcomb Drive, spoke about the amended Declaration of Local State of Emergency, the Police Department, her outstanding FOI requests, the Simsbury Golf Course, the past Zoning Officer, and other issues.

FIRST SELECTMAN’S REPORT

First Selectman, Wellman, reviewed his First Selectman’s report.

TOWN MANAGER’S REPORT

Town Manager, Capriola, reviewed her Town Manager’s report.

SELECTMEN ACTION

a) Tax Refund Requests

Ms. Mackstutis made a motion, effective April 27, 2020 to approve the presented tax refunds in the amount of \$462.88, and to authorize Town Manager, Maria E. Capriola, to execute the tax refunds. Mr. Askham seconded the motion. All were in favor and the motion passed.

b) Bid Waiver for Tecton Architects to Perform a Town-Wide Buildings Assessment & Master Plan

Mr. Wellman said the Board of Education is going through its own master planning process on their facilities. The Town budgeted money to perform a building assessment of its own about 4 years ago. Due to the similarity in scope and the shared Capital Improvement Plan with the Board of Education, there are benefits to using the same Tecton team.

Ms. Capriola said they felt it was a great idea to use the same firm to evaluate the Town buildings as the School buildings. They are hoping to secure a work order system at the end of the project and there would be savings.

Mr. Roy said the Town was already involved in the selection Tecton for the Board of Education and now the information can be done for the Town in the exact same format. He also went through the scope of the project.

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After some discussion, Mr. Paine made a motion, effective April 27, 2020, to waive the RFP (Request for Proposal) process for the Town-wide Buildings Assessment and Master Plan and authorize Town Manager, Maria E. Capriola, to execute a contract with Tecton Architects. Ms. Battos seconded the motion. All were in favor and the motion passed.

a) Farmington Valley Health District Reappointment

Mr. Wellman said the Town has three members of the Farmington Valley Health District Board. Mr. Shea's term expires on May 8, 2020.

Ms. Battos made a motion, effective April 27, 2020, to reappoint Jeff Shea to the Farmington Valley Health District Board of Health for a three-year term effective May 8, 2020. Mr. Paine seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Regular Meeting of April 6, 2020

Ms. Mackstutis made a motion to make a correction under COMMUNICATIONS, page 5, 1st paragraph to endorse the letter on the COVID 19 pandemic that was written by the Board of Selectmen instead of written by Ms. Capriola. Mr. Askham seconded the motion. All were in favor and the motion passed.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- a) Personnel** – there was no report at this time.
- b) Finance** – Mr. Askham said he feels the Board of Finance is doing an excellent job and public comment has been heard about the proposed budget. They are working hard and thoughtfully in these trying times.
- c) Welfare** – there was no report at this time.
- d) Public Safety** – Mr. Askham said the Public Safety Commission is still meeting on Thursday mornings for updates. He feels that public input is very important. They had discussed signage enforcement and how to be thoughtful and respectful at this time as most signage is for our own safety.
- e) Board of Education** – there was no report at this time.

COMMUNICATIONS

- a) Memo from T. Roy RE: 2020 Paving Memo** – no discussion at this time.
- b) Revised Emergency Declaration, dated April 17, 2020 and Legal Opinion RE: Enforcement of Governor Lamont's Executive Orders from R. DeCrescenzo, dated April 10, 2020** –no discussion at this time.

ADJOURN

Mr. Askham made a motion to adjourn at 6:45p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio, Clerk