

**TOWN OF SIMSBURY – BOARD OF SELECTMEN  
SPECIAL MEETING MINUTES – AUGUST 25, 2022  
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**CALL TO ORDER**

The Special Meeting of the Board of Selectmen was called to order at 1:01 p.m. in the Main Meeting Room of the Town Offices. Present were: First Selectman Wendy Mackstutis; Deputy First Selectman Amber Abbuhl; Board members: Chris Peterson, Sean Askham, Heather Goetz, and Eric Wellman. Others in attendance included: Town Manager Maria E. Capriola and Deputy Town Manager Melissa Appleby and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**SELECTMEN ACTION**

Ms. Mackstutis said there are two items that were put on the agenda due to their timelines.

**a) AARP CT Livable Community Grant**

Ms. Capriola said this grant application just came to her attention, but does have a deadline, which would be before the next regular Board meeting. She is asking for authorization to submit a grant application to CT AARP to provide funding for essentially individuals experiencing dementia and Alzheimer's and their caregivers.

Ms. Abbuhl made a motion, effective August 25, 2022, to authorize submittal of the AARP CT Livable Community Grant application and to authorize Maria E. Capriola, Town Manager, to execute the grant application. In the event the grant is awarded, to accept the AARP CT Livable Community Grant and to authorize Maria E. Capriola, Town Manager, to execute all document related to the grant award. Mr. Askham seconded the motion. All were in favor and the motion passed.

**b) Health Living Grant**

Ms. Capriola said the Town previously submitted a grant application for funding for the Senior Center, which was received. There is now another round of funding that has opened up, but applications need to be submitted before the next regular Board meeting. She is asking to submit a Healthy Living Collective Grant application for the Tai Ji Quan program.

Mr. Askham made a motion, effective August 25, 2022, to authorize submittal of the Healthy Living Collective Grant (Tai Ji Quan: Moving for Better Balance ® program and instructor training grant) application and to authorize Maria E. Capriola, Town Manager to execute the grant application. In the event that the grant is awarded, to accept the Healthy Living Collective Grant (Tai Ji Quan: Moving for Better Balance ® program and instructor training grant) and to authorize Town Manager, Maria E. Capriola to execute all documents related to the grant award. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

**c) 2021-2023 Board of Selectmen Goals**

Ms. Mackstutis said after the August 8, 2022 meeting, she put together a power point that the Board can go through that she thinks shows the Board’s goals. There was discussion on her power point beginning with strong financial management and capital planning goals, with the “primary focus areas” of Culture, Parks and Recreation and Open Space Master Plan and Infrastructure and Facilities Master Plan. Minor edits were made to the language in the stated goals.

There was also discussion on the goals related to the health, safety and well being of our constituents.” Minor edits were made to the language in the stated goals.

There was discussion on goals related to transparency in government; investing in and retaining a high quality workforce and constituent outreach. Ms. Capriola said the Town has made great strides with thorough packet materials, which are available to all committees and the public. We do need to move forward with technological improvements and obtaining more modern software. She also spoke about changing the meeting format, which should be discussed before making next year’s schedule.

Mr. Askham made a motion to table this discussion, which is not debatable, the four initiatives on transparency. Mr. Wellman seconded the motion. All were in favor and the motion passed.

There were no changes in the goals for developing an economic vision for our community.

Ms. Capriola presented the revised list of key goals and initiatives for the Board to approve based on the discussion. Mr. Askham made a motion, effective August 25, 2022, to adopt the 2021-2023 Board of Selectmen goals as amended and presented. Mr. Peterson seconded the motion. All were in favor and the motion passed.

**d) Proposed Town Manager Goals July 1, 2022 – June 30, 2023**

Ms. Capriola went through her approach of how this is list was formed in accordance with how she performs her duties, including functions such as collective bargaining, implementation of the Board’s two-year goals, implementation of the master plans, adopted budget items, etc.

The Board went through Ms. Capriola’s draft goals to make sure they coincide with the Board of Selectmen goals and made some changes.

After discussion, made a motion, Mr. Askham made a motion, effective August 25, 2022, to adopt the Town Manager goals for July 1, 2022 to June 30, 2023 as discussed and amended in the working session. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

**ADJOURN**

Mr. Askham made a motion to adjourn at 2:56 p.m. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk