

**CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 7:05 p.m. 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, Michael Paine and Philip Purciello. Also in attendance were Thomas Cooke, Director of Administrative Services, Town Attorney Robert DeCrescenzo, Nancy Haase, EDC Task Force and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance

Ms. Heavner thanked Philip Purciello for his service to the Board of Selectmen.

**PUBLIC AUDIENCE**

Ms. Joan Coe, 26 Whitcomb Drive, stated her thoughts on the Charter Revision Commission regarding a Town Manager. Ms. Coe also discussed Simsbury being one of the most expensive towns to raise a family, newly hired Mr. Rabbitt's salary as well as his background, enforcement of signs violating Town ordinance, access being denied to her on the daily logs of the Town attorney, Chestnut Hill tax abatement of \$300,000, C-Tec tax abatement of \$75,000 and taxes still owed to the Town, International Skating Center not paying their taxes and other issues.

Mr. Robert Kalechman, 971 Hopmeadow Street, stated his concerns on the Veterans Monument and the Memorial Day Parade. He questioned funds not given to the Monument or Veterans and where the funds are going.

Ms. Kristen Barnett, 15 Ox Yoke, thanked Nancy Haase and all the volunteers who worked on the Economic Development Task Force for the past two years. She noted that the Economic Development Commission unanimously endorsed the Final Report that will be presented at this meeting.

Mr. Askham made a motion to amend the agenda to add a presentation on Luminary Night. Ms. Cook seconded the motion. All were in favor and the motion passed.

**PRESENTATIONS**

- Simsbury Main Street Partnership Small Business Event

Ms. Sarah Nielson, SMSP, discussed the initiative partnering with American Express as their neighborhood champion to draw attention to small businesses. She noted that for the second year in a row, SMSP has gotten several businesses to offer \$50 gift cards for \$40. This will be held on Black Friday and Small Business Saturday. She noted that a flyer was sent out to all households and businesses in Town last week to announce this event.

Ms. Nielson also noted a new partner with the Simsbury Chamber of Commerce. She also announced a new event called Passport for Fun which requires participants to visit eight participating businesses to receive a stamp. Once you have received eight stamps, participants will leave their card at the last business visited and will be entered into a drawing for prizes. There is no cost to participate.

Ms. Neilson reminded everyone of the annual Salvation Army Toy Drive with the Simsbury Masons and noted the following five drop sites: UPS Store, Simsmore Square, Simsbury Inn, Antonio's Restaurant, Fitzgerald's Foods and Sarah Byrnes Jewelers.

Ms. Valarie Gallo, Co-President, Simsbury Junior Women's Club, explained the history of the club and noted that they have partnered with the Simsbury Public Library and have held many events. Ms. Gallo also stated that they have worked with teens and other students through scholarship programs, ABC House, Gifts of Love, Social Services and Meals on Wheels. Ms. Gallo also noted their new partnership with Simsbury VFW. She stated that all this is made possible with their annual fund raiser Luminary Night.

Ms. Amber Abbuhl, Treasurer, noted that Luminary Night is their big fund raiser for the Simsbury Junior Women's Club. She noted that all money raised on Luminary Night funds the programs of the Club and any excess proceeds are given back in Grants to the community and through other non-profit organizations.

Ms. Abbuhl stated that the event will take place on Sunday, December 6<sup>th</sup> from 5:00 to 8:00 p.m. The community can purchase the kits that the Club makes at a cost of \$15. The kits include supplies to make ten luminaries. The kits can be purchased from any Junior Club member or on their website at [Simsburyjuniors.com](http://Simsburyjuniors.com).

Ms. Abbuhl discussed other organizations they have helped in Town which included, Meals on Wheels, Simsbury Library, Spring Festival for children, Scholarships at Simsbury High School for female graduates, supporting unified theatre and unified sports, state wide projects to support female veterans that are homeless and Interval House.

### **FIRST SELECTMEN’S REPORT**

Ms. Heavner noted that she attended the interfaith Thanksgiving service at St. Mary’s Church and noted that there were ten houses of worship attending. Ms. Heavner was happy to report that the Jack Bannon Turkey Trot was a great success and they have collected over 3,000 turkeys as well as \$20,000 in donations and 20,000 pounds of non-perishable items.

Ms. Heavner noted the upcoming holiday events of Simsbury Celebrates and the Firetruck parade beginning at 7:25 p.m. and fireworks at 8:15. She stated that additional information can be found online at Simsbury Celebrates website at [Simsburycelebrates.com](http://Simsburycelebrates.com).

Ms. Heavner reminded everyone of the Wreaths Across American event to be held on Saturday, December 12<sup>th</sup> at noon at the Plank Hill Cemetery. A reception will follow at the Simsbury Public Library and all are invited.

Ms. Heavner wanted to remind residents that they will need their help in clearing fire hydrants this winter. If anyone is having difficulty in clearing their hydrants, they can reach out to the First Selectman’s office for assistance.

Ms. Heavner invited everyone to attend the swearing in ceremony for recently elected officials which will be held at Eno Hall on Monday, December 7<sup>th</sup> at 6:00 p.m.

### **SELECTMEN ACTION**

#### **a) Approve Tax Refunds**

Mr. Askham made a motion to approve tax refunds in the amount of \$5,930.05. Mr. Kelly seconded the motion. All were in favor and the motion passed.

#### **b) Notice of Autism Welcome Here Grant Application for Library Patrons with Autism Spectrum Disorder (ASD)**

Ms. Heavner introduced April Jones to explain this Grant to the Board of Selectmen. Ms. Jones stated that they became aware of a Grant called “Autism Welcome Here”. She explained that the Grant helps libraries fund new and existing initiatives for patrons with Autism Spectrum Disorder who are generally an underserved population in public libraries. Ms. Jones stated that they have prepared an application that they hope will kick start a couple of initiatives, which would include training for library staff and a new children’s program “Everybody Plays”. This program is a play group that will be open to all families with children ages birth to five, but structured for families with young children with Autism Spectrum Disorder. She noted they are working with others to be successful.

Ms. Heavner thanked everyone involved for this work on this project and noted they are free to apply for the Grant.

**c) Accept Final Report of the Economic Development Task Force (EDTF)**

Ms. Haase presented the Final Report to the Board of Selectmen members and thanked everyone involved in creating this report. She explained how this report was created by the three groups.

Mr. Jeff Dornenburg, Chair, discussed the following tactics for the Marketing Group:

1. Website
2. Create a library of new, high quality photos for ongoing use by the Town
3. Refreshing the brand

Ms. Haase also mentioned the next steps for the Marketing Group on the above subjects.

Ms. Haase reviewed the Goals for the Programs Group. These included:

1. Economic Development Project Evaluation and Discussion Guide
2. Business Incentive Policy

Ms. Haase also noted the next steps for the Programs Group on the above subjects.

Mr. Wayne Cobleigh, Chair, discussed the following goals for the Process Group. These included:

1. Land Use Process
2. Staffing
3. Commission/Board Members

Mr. Cobleigh also mentioned the next steps for the Process Group on the above subjects.

Ms. Haase also noted the Concluding Recommendation of the Final Report which states:

The Economic Development Commission develop three Implementation Subcommittees – Marketing, Programs and Process – to continue to facilitate the Economic Development Task Force recommendations.

Where it is the recommendations of the Process Group that the important function of economic development be under the authority of the chief executive officer, these subcommittees will take ownership of appropriate recommendations under the supervision of the chief executive officer’s office.

Board members asked questions to the presenters on the Final Report.

Ms. Askham made a motion to accept the Final Report of the Economic Development Task Force. Ms. Cook seconded the motion. All were in favor and the motion passed.

**d) Adopt Resolution Authorizing Roth Contribution Option for Town of Simsbury 457 Plan**

Ms. Heavner noted that on September 9, 2015 the Retirement Plan Sub-committee voted unanimously to expand the available investment options in the Town’s 457 Plan to include a Roth contribution and rollover contribution options, which is a post-tax investment opportunity. Both Fiduciary Investment Advisors and MassMutual concurred that the Roth investment features are complementary to the existing retirement options in the 457 Plan and that the Roth investment option appropriately expands investment opportunities for the Town’s employees.

Mr. Cooke spoke in favor of this Plan.

Mr. Askham made a motion stating the following:

Resolved, that the Board has previously approved and adopted the Town of Simsbury 457 Plan (“Plan”) to provide employees of the Town with retirement benefits. The Town amends the Town of Simsbury 457 Plan (“Plan”) to reflect that effective January 1, 2016 Roth Contributions and Roth Rollover Contributions will be allowed into the Plan.

Resolved, that the Board does hereby declare the intention of the Town to continue the Plan, but reserves the right to terminate or amend the Plan at any time.

Resolved, that the members of the Board are hereby jointly and severally authorized to take such actions and to execute such documents as they deem necessary or desirable in order to carry out the intent of the foregoing resolutions and required under the Plan to make the Plan fully effective in accordance with its terms and intent.

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

**e) Approve First Amendment to Tier 1 Short Term Municipal Solid Waste Management Services Agreement and authorize the First Selectman to execute the document**

Mr. Paine recused himself from the meeting for item (e).

Mr. Cooke and Town Attorney Robert DeCrescenzo discussed and answered questions on this agreement with Board members.

Mr. Askham made a motion to authorize the First Selectman to enter execute the First Amendment to Tier 1 Short Term Municipal Solid Waste Management Services Agreement extending Force Majeure coverage to municipalities, subject to final review and approval by Town Counsel and any appropriate negotiations as needed. Ms. Cook seconded the motion. All were in favor and the motion passed.

**OTHER BUSINESS**

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

Ms. Heavner referenced a memo from Bond Counsel, Day Pitney, dated November 9, 2015 regarding the 99 Year Lease of Property for Use as a Senior Center and bonding process and bonding analysis for the Andy's project. Ms. Heavner noted that Town Counsel has started negotiations with Andy's and discussed with Board members.

Ms. Cook asked Mr. Cooke the status of the Program Report. Mr. Cooke noted that it is being finalized with Town staff.

**APPOINTMENTS AND RESIGNATIONS**

- a) Acknowledge the resignation of Philip W. Richardson (R) as a regular member of the Water Pollution control Authority with an effective date of November 13, 2015.**

Mr. Askham made a motion to accept the resignation of Philip W. Richardson as a Regular Member from the Water Pollution Control Authority. Mr. Paine seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

- a) Regular Meeting of November 9, 2015**

Amend the minutes on page 1 under Public Audience to read Lisa Gray from Lisa Graham.

Ms. Heavner made a motion to amend the November 9, 2015 minutes as noted above. Mr. Askham seconded the motion. All were in favor and the motion passed.

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

**1. Personnel – Compensation Framework for Unaffiliated Staff**

Mr. Kelly noted that the sub-committee met this evening and discussed their recommendation to compensation framework for twelve unaffiliated individuals. He explained the salary recommendations to Board members.

Mr. Askham made a motion to approve salary adjustments as recommended for Merits, Market Reference Range, OPEB Offset and Salary Restructuring. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Kelly explained the recommended benefit changes for full time unaffiliated employees and that were approved as a sub-committee. He explained the changes to Board members and the amount of time to complete this work.

Mr. Askham made a motion to approve the proposed benefits changes for all full time unaffiliated employees as presented. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Ms. Heavner noted that she attended the customer advisory committee for Aquarion and they did let the Town know that in 2017 they are going to be doing monthly billing as proposed to quarterly billing. Aquarion believes that when residents see their bills by the month that they are more likely to be water conscious.

Ms. Heavner stated that Mr. Mason has made a donation to help fund the water for the Flower Bridge.

Ms. Cook noted that the Housing Authority is asking the status of the Small Cities Grant and would like to know if there has been any movement from the State on moving the funds so that they can continue the process of getting the roof on. Mr. Cooke noted that he has been waiting for application documents from the State for some time and noted that he just received a document back from them on Friday. He explained why it is taking so long to complete.

Ms. Heavner stated that it has been suggested to the Board of Selectmen to start their meetings at 6:00 p.m. instead of 7:00 p.m. so employees, who are working until 7:00, can attend the meeting.

- 2. Finance – Nothing discussed at this meeting.**
- 3. Welfare – Nothing discussed at this meeting.**
- 4. Public Safety – Nothing discussed at this meeting.**
- 5. Board of Education – Nothing discussed at this meeting.**

#### **ADJOURN TO EXECUTIVE SESSION**

Ms. Cook made a motion to move into Executive Session with Town Counsel Robert DeCrescenzo and Director of Administrative Services Tom Cooke in attendance. Mr. Paine seconded the motion and it passed unanimously. The Board of Selectmen moved into Executive Session at 9:00 pm.



Messrs. Askham and Purciello recused themselves from participation in Executive Session left the meeting.

**a) Per General Statutes section 1-200(6)(B) pending litigation: Town of Simsbury v. Corrine Nevers, et al**

**ADJOURN TO EXECUTIVE SESSION**

**Possible Action**

Mr. Paine made a motion to adjourn from Executive Session. Ms. Cook seconded the motion and the Board of Selectmen adjourned from Executive Session at 9:17 pm.

Mr. Kelly made a motion that, based upon the facts and circumstances of the case in Town of Simsbury v. Corrine Nevers, et al. and in consultation with the Superior Court Judge, Town Counsel be authorized to withdraw the case and combine the underlying claims with other claims in an action asserted by the Town of Simsbury’s Workers Compensation insurance carrier, the Connecticut Interlocal Risk Management Agency (CIRMA), in its related subrogation action. Ms. Cook seconded the motion and all of the Selectmen present (including Mss. Heavner and Cook and Messrs. Paine and Kelly) voted in favor of the motion.

**ADJOURN**

Mr. Paine made a motion to adjourn the meeting. Ms. Cook seconded the motion and the motion passed. The meeting was adjourned at 9:19 pm.

Respectfully submitted,

Leslie Brigham