



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Personnel Sub-Committee Regular Meeting

Wednesday, November 10, 2021

Main Meeting Room, Town Hall, 933 Hopmeadow Street

MINUTES – DRAFT

Members Present: Eric Wellman, Wendy Mackstutis, Sean Askham (by phone)

Staff Present: Maria Capriola, Melissa Appleby

The meeting was called to order at 8:05am.

1) Approval of Minutes

a) August 12, 2021

This item was tabled.

2) Technology Task Force Reappointments

Ms. Appleby provided an overview of the expiring terms and membership reappointments.

Discussion ensued regarding the plan to have this committee meet quarterly moving forward, rather than monthly. The members agreed that the committee should serve the needs of the Board of Selectmen.

3) Housekeeping Items

a) 2022 Regular Meeting Schedule

Ms. Mackstutis noted that the December meeting should be the 8th, not the 10th. With that change, the 2022 regular meeting schedule was approved by consensus.

b) Review of List of Permanent & Temporary Committees

Ms. Capriola reviewed the list of committees as presented in the meeting packet. The members discussed each of the committees listed under “Temporary Boards/Commissions” and “Committees to Potentially be Eliminated or Consolidated.”

Mr. Askham made a motion to recommend to the Board of Selectmen that the Fair Rent ordinance be repealed. Ms. Mackstutis seconded the motion. The motion passed unanimously.

The members discussed Community for Care. There was consensus that this committee should continue to exist pending further review, and that the membership could potentially be reduced.

The members discussed the history of the Insurance and Tourism committees. After some discussion, Mr. Askham made a motion to recommend to the Board of Selectmen to sunset the Tourism Committee and Insurance Committee. Ms. Mackstutis seconded the motion. The motion passed unanimously.

Mr. Wellman said that there has been discussion around consolidating the Recycling Committee, Clean Energy Task Force, and Sustainability Team. He said that he would be discussing this with those groups this evening. Discussion ensued regarding the ability for recycling-related efforts to be included under Clean Energy and/or Sustainability.

Mr. Askham made a motion to recommend to the Board of Selectmen to sunset the Recycling Committee. Ms. Mackstutis seconded the motion. The motion passed unanimously.

The group reviewed the Board of Selectmen work groups that are no longer necessary because they have completed their work. Mr. Askham made a motion to recommend to the Board of Selectmen to sunset the EDC Work Group, Short-Term Rental Ordinance Work Group, and Review of Appointment Process of Unaffiliated Voters Work Group. Ms. Mackstutis seconded the motion. The motion passed unanimously.

Ms. Mackstutis made a motion to recommend to the Board of Selectmen to sunset the 350th Anniversary Steering Committee effective January 1, 2022. Mr. Askham seconded the motion. The motion passed unanimously.

Ms. Mackstutis said that the ARPA Work Group needs to be rebooted following the municipal election, especially with the final rule coming out from Treasury. She said that there is value in waiting to see how other municipalities are using the funds. There was consensus that Mr. Askham and Ms. Mackstutis should continue on the work group and leave the third slot open for now.

4) Federal Vaccine Requirement

Mr. Askham made a motion to add “Federal Vaccine Requirement” to the agenda. Ms. Mackstutis seconded the motion. The motion passed unanimously.

Ms. Capriola said that the Presidential order regarding COVID vaccine requirements applies to local governments, and that we will need to follow OSHA guidelines. She said that staff is coming up with a draft policy that may be brought to the Board of Selectmen on November 22. She noted that the details on the testing requirements may need to be negotiated with the unions, in regards to which costs the Town will be responsible for covering. There was discussion regarding the potential for the ARPA funds to cover some of the costs related to testing.

Mr. Askham made a motion to adjourn the meeting at 8:54am. Ms. Mackstutis seconded the motion. The motion passed unanimously.

Respectfully Submitted,
Melissa Appleby
Deputy Town Manager