



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Submission

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May 14, 2020

Ericka Butler  
Town Clerk  
Simsbury, CT 06070

Dear Ms. Butler:

A **Regular Meeting** of the Board of Finance will be held at **5:45 PM** on **Tuesday, May 19, 2020**, in the Main Meeting Room of the Simsbury Town Hall, 933 Hopmeadow Street, Simsbury, Connecticut.

The Agenda is as follows:

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes:
  - May 5, 2020
4. Simsbury Farms Fund - Summer 2020 Pool Season
5. Board of Education Budget Status Report
6. School Facilities Long Range Planning Update (Oral Report)
7. Finance Director's Report
8. Adopt the Budget and Set the Mill Rate for FY20/21
9. Communications
  - CCM Fee Correspondence
10. Discussion on Special Revenue Funds
11. Adjourn

Yours Truly,  
Robert Pomeroy  
Chairman

**Board of Finance Regular Meeting Schedule:**  
6/16/20, 7/21/20, 8/18/20, 9/15/20, 10/20/20, 11/17/20, 12/15/20, 1/19/21

**Board of Finance**  
**TOWN OF SIMSBURY, CONNECTICUT**  
**SPECIAL MEETING & PUBLIC HEARING CONTINUATION MINUTES**  
**Tuesday, May 5, 2020 at 5:45 P.M.**  
**Zoom Meeting/Simsbury Community Television Live Stream**

**PRESENT:** Lisa Heavner, Arthur House, Derek Peterson, Robert Pomeroy, Kevin Prell, Linda Schofield

**ALSO PRESENT:** Melissa Appleby, Deputy Town Manager; Sean Askham, BOS; Jackie Battos, BOS; Maria Capriola, Town Manager; Matthew Curtis, Superintendent of Schools; Chris Kachmar, FIA; Lisa Karim, Library Director; Wendy Mackstutis, BOS; Amy Meriwether, Director of Finance/Treasurer; Mike Paine, BOS; Tyler Polk, FIA; Lydia Tedone, BOE; Jeff Tindall, BOE; Sharon Thomas, BOE; Eric Wellman, First Selectman; Tara Willerup, BOE

**1. Call to Order - Establish Quorum**

Mr. Pomeroy called the meeting to order at 5:48 P.M.

**2. Pledge of Allegiance**

All present stood for the Pledge of Allegiance.

**3. Approval of Minutes - April 21, 2020**

The April 21, 2020 Regular Meeting Minutes were approved as amended.

**4. Pension Investment Update and Investment Manager Review**

Mr. Kachmar provided a presentation on the Town of Simsbury Retirement Plans, First Quarter 2020 Performance Summaries - May 2020. He gave a quick update on FIA's merger with DiMeo Schneider Associates, LLC, noting he and Mr. Polk will remain the Town's lead consultants. He then spoke about the effects of the pandemic on the market and the government response. Questions and discussion followed about the termination of the Van Eck Global Hard Asset Fund. The Retirement Plan Subcommittee was consulted on the recommendation.

**MOTION by the Retirement Plan Subcommittee:** Mr. Prell made a motion to remove the Van Eck Global Hard Asset Fund and to allocate it according to Fiduciary Investment Advisors' proposal. Mr. Askham seconded the motion. All present from the Retirement Plan Subcommittee were in favor and the motion passed unanimously.

**MOTION:** Mr. Prell made a motion to eliminate the Van Eck Global Asset Fund, reduce the inflation protection target from 5% to 3.5% and reallocate the 1.5% to domestic equity in accordance with the recommendation provided by Fiduciary Investment Advisors. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.

Mr. Polk gave an update on the RFQ for the Defined Contribution Plan and reported the Subcommittee met last week and is finalizing a recommendation now.

Ms. Capriola noted Bob DeCresenzo, Town Attorney, is evaluating who needs to approve the final selection from the RFQ process for Record-keeping Services and will be getting back to her on that.

### **5. Budget Status Report**

Ms. Meriwether provided a Statement of Revenues as of March 31, 2020, with revenues totaling \$98,362,660, or 97% of the budget. She noted the Tax Department is at 100% of the budget. Tax Collector revenue is up about \$200,000. She reported there has been an increase in housing sales and refinancing. Expenditures as of March 31, 2020 are currently at 73%. Further, she provided expenditure and revenue estimates related to COVID. Questions and discussion ensued. Ms. Meriwether gave an update on the Parks and Recreation (Simsbury Farms) Fund, including potential COVID impact. She then gave an update on the Health Insurance Fund, also noting potential COVID impact. Lastly, she provided updates on the Sewer Use Fund and Town Aid Road. Questions and discussion followed.

Ms. Capriola reported staff is still working and providing services. Critical infrastructure remains functioning and residents are getting the services they need. There has been an increase in need for the food program, with new people reaching out at this time. She also noted the generosity of residents giving donations. Further discussion related to COVID impacts, including regression in students and summer school, followed.

### **6. Finance Director's Report**

Ms. Meriwether reported on COVID-19 Relief Funding, noting two programs for which Simsbury is eligible, the FEMA program and the Coronavirus Relief Fund. Discussion followed.

### **7. Public Hearing Continuation on FY20/21 Operating and Capital Budgets (6:00 P.M.)**

Mr. Pomeroy read a second submitted comment from Joan Coe. Ms. Coe noted disappointment with the BOS, BOE and BOF and their response to the Coronavirus crisis, an economic recession, mass unemployment and the effects on businesses. She recommended management changes in the Police Department be shelved at this time and the BOF should eliminate all increases to non-essential expenditures.

Two additional emails were received.

One was from Michael Rinaldi and was similar to his first submittal.

The second was from Diane and Joe Tracy in support of open space.

Mr. Pomeroy summarized and noted themes from the comments submitted by the public. There was discussion about open space. Mr. Pomeroy noted suggestions about the Parks and Recreation and Education budgets. Discussion about redistricting and collectively bargained contracts followed. Lastly, Mr. Pomeroy noted the support of the additional \$20,000 for the Library.

**MOTION:** Ms. Heavner made a motion to close the Public Hearing. Mr. House seconded the motion. All were in favor and the motion passed unanimously.

Mr. Pomeroy explained the next steps in the Budget process, noting the Budget will be published and the BOF will meet on May 19 to vote to approve the Budget and set the Mill Rate. Discussion followed.

Ms. Heavner spoke about reducing the mill rate in recognition of the current hardship and funding essential services while preserving healthy reserve for COVID unknowns. She noted the strong grand list growth in the current year and the need to address the mortality rate and pension investment assumption in future years.

Ms. Schofield spoke about potential savings in the current year's BOE Budget. She also indicated money in the Police Private Duty account could fund the Police Department Deputy Chief position.

Mr. Prell noted the Grand List growth and very little expected support from the State.

Mr. House addressed collective bargaining and cost of living assumptions.

Mr. Peterson spoke about unemployment, fixed incomes and recommended going forward with the Budget as presented.

Discussion followed regarding Ms. Schofield's suggestion on funding the Police position.

Ms. Heavner asked Ms. Meriwether if there is anything material that has changed since this budget was presented that requires a further budget adjustment in order to meet the Board's fiduciary duty. Ms. Meriwether responded that there was nothing she is aware of that she can properly quantify. Further discussion ensued.

**MOTION:** Mr. Prell made a motion to approve the budget as presented and refer it to referendum approval on May 19. Mr. Peterson seconded the motion. All were in favor and the motion passed unanimously.

Mr. Pomeroy read the following resolutions into the record.

Move to approve the Board of Selectmen 2020-2021 Operating Budget in the amount of \$24,104,638 to include the following changes from the Board of Selectmen's Approved Budget: elimination of Parks Facility Maintenance Technician position (\$94,980); reduce pension contribution by keeping investment assumptions consistent with current assumptions (\$396,145).

Move to approve the Board of Education 2020-2021 Operating Budget in the amount of \$72,309,061 and Non-Public Budget of \$551,383.

Move to approve the Water Pollution Control 2020-2021 Operating Budget in the amount of \$4,223,421 (including Avon & Granby CWF share).

Move to approve the Residential Rental Properties 2020- 2021 Operating Budget in the amount of \$45,872.

Move to approve the Simsbury Farms Special Revenue Fund 2020-2021 Operating Budget in the amount of \$2,137,781.

Move to approve the Debt Service & Cash for Capital Appropriation for the 2020-2021 Operating Budget in the amount of \$5,471,465 to include the following changes from the BOS approved budget:

- Eliminate transfer to capital reserve (\$50,000)

- Eliminate Open Space Acquisition (\$2,200,000)

- Change the funding source for the following projects from cash to bonds:

  - Public Works Facility Paving & Storm Drainage

  - Sidewalk Reconstruction

  - District Network Infrastructure

Move to approve the Capital and Non-Recurring Fund 2020-2021 Operating Budget in the amount of \$1,498,200 to include the following changes from the BOS approved budget:

- Eliminate Compensation and Classification Study (\$40,000)

- Eliminate Utility Van (\$46,000)

- Eliminate Various Playscapes/Playground Refurbishments (\$25,000)

- Eliminate Simsbury Farms Rink Fencing (\$8,000)

- Change the funding source for Various Drainage Improvements from cash to bonds

Move to adopt Resolutions of the Board of Finance, the reading into the minutes of the full text of the resolutions set out below was waived, copies of the resolutions having been made available to those in attendance, and recorded in these records immediately preceding these minutes.

**RESOLUTIONS:** Resolved, that the Board of Finance recommends and approves the following projects:

Move to approve Radio System Upgrade/Replacement in the amount of \$1,202,000 to be funded with bonds.

Move to approve Greenway Improvements in the amount of \$135,000 to be funded with cash.

Move to approve Highway Pavement Management in the amount of \$1,205,000 to be funded with bonds, cash and grants.

Move to approve Plow Truck in the amount of \$258,000 to be funded with grants.

Move to approve Public Works Facility Paving & Storm Drainage in the amount of \$330,000 to be funded with bonds.

Move to approve Sidewalk Reconstruction in the amount of \$200,000 to be funded with bonds.

Move to approve Secondary Clarifier Weir Covers in the amount of \$275,000 to be funded by the Sewer Use Fund.

Move to approve District Network Infrastructure in the amount of \$500,000 to be funded with bonds.

Mr. Prell seconded the resolutions. All were in favor and the resolutions passed unanimously.

Mr. Pomeroy noted the Town will publish these budgets and the BOF will meet on May 19 with the intention of approving these budgets and setting the mill rate.

### **8. Adjourn**

**MOTION:** Ms. Schofield made a motion to adjourn at 7:45 P.M. Mr. Prell seconded the motion. All were in favor and the motion passed unanimously.

Respectfully submitted,

Karen Haberlin  
Commission Clerk



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Simsbury Farms Fund – Summer 2020 Pool Season
2. **Date of Board Meeting:** May 19, 2020
3. **Individual or Entity Making the Submission:**  
Tom Tyburski, Director of Culture, Parks and Recreation; Maria Capriola, Town Manager; Amy Meriwether, Finance Director
4. **Action Requested of the Board of Finance:**  
None, discussion item only.
5. **Summary of Submission:**  
In light of the anticipated easing of COVID-19 virus restrictions, the Culture, Parks and Recreation Department is expecting the State of CT, Department of Public Health to allow for public swimming pools to operate, but with restrictions to avoid the spread of the virus. Staff is proposing to limit the amount of children in swimming lessons and also limit the amount of patrons allowed in the pool area during public sessions to allow for safe social distancing.

Staff is currently evaluating the following options:

1. Open the pool for the 2020 season with the current fee schedule
2. Open the pool for the 2020 season with a revised fee schedule
3. Keep the pool closed for the 2020 season

Options 1 & 2 are expected to result in a loss of revenue for the 2020 pool season. The amount of loss is not yet determinable as the Department of Public Health has not released their guidelines for pool operating activities as of yet. Guidelines are expected to be released on May 20, 2020.

At the regular meeting of the Board of Selectmen on May 11, 2020, the Board of Selectmen reviewed the possibility of a revised fee schedule and financial impact on the special revenue fund. However, the Board of Selectmen have decided to defer this discussion until their May 27, 2020 meeting, as not enough information is available to make a fully informed decision. In order to open the pools at the Farms, at least a four week lead time is necessary to adequately prepare the facility and on-board seasonal staff.

Staff is requesting feedback from the Board of Finance on the opening of the pool as it relates to the financial impact on the Simsbury Farms fund.

6. **Financial Impact:**  
The financial impact for each of the options being evaluated is reported below:
  1. Open the pool for the 2020 season with the current fee schedule
    - a. 2020 Season estimated loss of \$45,000
      - i. Impact for FY20 is expected to be an estimated \$14,850
      - ii. Impact for FY21 is expected to be an estimated \$21,550

2. Open the pool for the 2020 season with a revised fee schedule
  - a. 2020 Season estimated loss of \$55,000
    - i. Impact for FY20 is expected to be an estimated \$18,150
    - ii. Impact for FY21 is expected to be an estimated \$36,850
  
3. Keep the pool closed for the 2020 season
  - a. 2020 Season estimated savings of \$89,500 based on an estimated \$147,000 in expenditures that will not be incurred, offset by a reduction in pass revenue that will need to be refunded
    - i. Impact for FY20 is expected to be an estimated loss of \$7,500
    - ii. Impact for FY21 is expected to be estimated savings of \$97,000

Note: The above estimates are based on the most recent information available along with some assumptions related to anticipated opening guidelines. It is expected that the Governor will be releasing guidelines for the opening of public pools on May 20, 2020.

**7. Description of Documents Included with Submission:**

None



TO: Members of the Board of Education  
 FROM: Matthew T. Curtis, Superintendent of Schools  
 RE: Financial Report/Quarterly Budget Analysis  
 DATE: May 12, 2020

Below is the third quarter budget analysis of the Simsbury Public Schools for the fiscal year 2019-20.

### Revenues

As reported in the second quarter, the final restricted state and federal grant award notices on our education grants were received in early January. In late March/early April, the district received additional Choice entitlement awards totaling \$57,579. The final determination of the impact of statewide caps for Simsbury's excess cost grant will be reported sometime mid to late May.

The district's 2019-20 ECS entitlement of \$6,129,867 has not changed and reflects an increase of \$3,752 from the original Town/BOE revenue budget of \$6,126,115.

Because of the federal waivers allowed under the CARE Act, we do not anticipate any loss in federal grant revenue. However, one of our more restrictive state Choice grants may result in a turn back of funds between \$20,000 to \$30,000 which less than 1% of our total 2019-20 state awards. Due to the COVID-19 shutdown, building usage revenue will have a projected deficit of approximately \$10,640. However, unrelated to the shutdown, it is projected that school tuition revenue will have a year-end surplus of \$10,007.

### Expenditures

<u>General Fund</u>	<b>2019-20</b>				<b>2018-19</b>
	<u>Revised Budget</u>	<u>YTD Expenditures</u>	<u>Balance</u>	<u>% Spent</u>	<u>% Spent</u>
General Control	2,157,216.00	1,686,966.89	470,249.11	78.20%	76.93%
Instruction	43,786,768.00	29,619,036.68	14,167,731.32	67.64%	68.16%
Health Services	707,359.00	506,210.33	201,148.67	71.56%	71.73%
Pupil Transportation	2,742,365.00	1,825,919.46	916,445.54	66.58%	66.97%
Operation of Plant	4,669,893.00	3,596,047.70	1,073,845.30	77.00%	74.83%
Maint of Plant/Equipment	1,276,522.00	1,091,367.00	185,155.00	85.50%	81.11%
Insurance/Pension	13,230,953.00	10,559,610.04	2,671,342.96	79.81%	76.62%
Food Services	8,575.00	6,433.00	2,142.00	75.02%	75.02%
Student Body Activities	678,084.00	383,827.19	294,256.81	56.60%	56.63%
Community Services	32,563.00	15,273.20	17,289.80	46.90%	49.14%
Equipment-New/Replace	198,680.00	198,680.00	0.00	100.00%	100.00%
Out of District Tuition	1,392,000.00	712,812.71	679,187.29	51.21%	44.29%
<b>Total Public Budget</b>	<b>70,880,978.00</b>	<b>50,202,184.20</b>	<b>20,678,793.80</b>	<b>70.83%</b>	<b>70.11%</b>

## Enrollment Comparison 2019-20 to 2018-19

<u>Grade</u>	<u>Actual 10/1/2019</u>	<u>Actual 10/1/2018</u>	<u>Difference</u>
K-6	2038	1989	49
7-8	633	610	23
9-12	1354	1419	-65
<b>Total</b>	<b>4025</b>	<b>4018</b>	<b>7</b>

## Staffing Comparison (FTE)

	<u>2019-20</u>	<u>2018-19</u>
Certified Teaching Staff	370.45	370.35
Certified Administrators	18.00	17.00
Custodial/Maintenance	38.00	38.00
Nurses	10.67	10.67
Clerical/Paraprofessionals	146.48	147.33
Unaffiliated	46.99	44.99
Tutors	13.65	13.60
<b>Total</b>	<b>644.24</b>	<b>641.94</b>

## Review of Experience and Trends

Overall spending pace as compared to the third quarter of the prior fiscal year is almost equal (less than 1% higher than last year). Below are some areas we are highlighting in our major categories:

General Control – As stated in the first two quarters of 2019-20, the primary reason for the higher pace of spending is the salary costs of 3 staff retirements/replacements at the Central Office. We also experienced additional costs relating to staffing needs for the Business Office. Savings related to the COVID-19 shutdown (less overtime and other costs such as supplies) will partially offset the projected deficit in this area.

Instruction – As outlined in the October 1 enrollment report, there was an overall increase of 7 students and 24 more students than originally projected. Overall elementary enrollment continues to increase. As a result, additional tutors were hired to support our large kindergarten classes. In addition, we added 1 classroom teaching position at Latimer Lane. The effect of these added costs has been offset due to an unfilled opening for the SHS principal position. Due to the COVID-19 shutdown, there will be additional savings from the certified and non-certified substitute budgets, decreased spending in supplies, textbooks and professional development.

Transportation – The pace of spending is down due to the timing of invoice processing and payment because of pending Executive Order 7R negotiations. Those negotiations with our transportation provider will yield a year-end surplus.

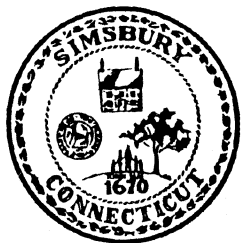
Insurance and Pension – Since the fourth quarter of fiscal year 2018-19, overall participation in the health insurance program has decreased by 3 active participants. Over the same period, enrollment in the High Deductible Health Plan has increased by 29 active participants to a total of 319, while the PPO and HMO Plans have decreased by 32 active participants to 177. Second quarter reporting projected \$150,000 of nonlapsing dollars would be needed to cover any potential deficits in this area, however savings from the COVID-19 shutdown should provide sufficient surpluses in other budgets and therefore use of nonlapsing is not needed.

Operation of Plant – Spending is up because of the retirement and replacement of key administrative staff.

Maintenance of Plant and Equipment – The pace of spending is higher because of summer projects in the first quarter and due to the timing of invoice processing and payment.

Equipment – The equipment category is projected to be fully expended because more than half of our overall budget (\$400,000) is funded through the Choice Attendance grant revenues as planned in the 2019-20 budget development process.

Out of District Tuition – Overall special education 2019-20 costs have increased over 2018-19 levels, however we did receive higher level of reimbursement from the district's excess cost grant award. The projected deficit is estimated to be approximately 25% higher than the 2018-19 overage.



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

**To:** Board of Finance  
**From:** Amy Meriwether, Finance Director/Treasurer  
**CC:** Maria Capriola, Town Manager  
**Date:** May 19, 2020  
**Re:** Finance Director's Report

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## **Grants and Donations**

Below is a listing of donations and grant applications approved by the Board of Selectmen at their regular meeting on May 11, 2020:

- Big Y Donation – \$25,000 to support the 350<sup>th</sup> Anniversary Celebration
- Bill Garrity – \$5,000 to provide food assistance to Simsbury residents in need
- Northwest Community Bank - \$5,000 to provide food assistance to Simsbury residents in need

## **Defined Contribution and Deferred Compensation Pension Plans RFQ Update**

At the regular meeting of the Board of Finance on September 17, 2019, members unanimously voted to have Fiduciary Investment Advisors (FIA) conduct an RFQ for recordkeeping services for the Town and Board of Education defined contribution and deferred compensation pension plans. The RFQ was posted for bid on December 13, 2019. All responses to the RFQ have been received as of the January 8, 2020 deadline and were presented to Town on March 23, 2020. Submissions have been narrowed down to three vendors and were interviewed on April 30, 2020 by the selection committee consisting of the Retirement Plan Sub-Committee Chair, FIA and staff. The group was able to narrow it down to two preferred vendors. The selection committee will reconvene for a final decision on the preferred vendor. An update on the process will be presented to the Retirement Plan Sub-Committee at their next meeting on June 9<sup>th</sup>.

## **School Facilities Study Update**

At the meeting of the Board of Education on May 12, 2020, it was reported that there are currently two options related to the School Facilities Study that are being vetted by the Facilities and Enrollment Committee. They are expecting to make a final decision on which option they would like to pursue at their next regular meeting on May 20, 2020. This option will then be presented to the Board of Education at their next regular meeting on May 26, 2020 for a vote. The Board of Finance will be made aware of this decision at their regular meeting on June 16, 2020. At this meeting, I will be seeking guidance from the Board of Finance on their position regarding fund balance and capital reserves in order to put together some financial planning data around the proposed school facilities planning.

## **COVID-19 Impact Update**

### **Tax Deferral Program**

On April 6, 2020, the Board of Selectmen approved the Property Tax Deferral Program and Low Interest Rate Program for the FY20/21 budget year as a way to assist residents in need during the COVID-19 pandemic. As of May 11, 2020, the Town has approved 14 applications and deferred an estimated \$120,000 in taxes. Another two applications are pending.

### **COVID Expenditures and Anticipated Savings Update**

Below is a breakdown of unbudgeted expenditures, unanticipated revenue losses and savings estimates associated with COVID-19:

<b>General Fund - COVID-19 Impact</b>			
		Actual @ 5/13/20	Estimated @ 6/30/20
Library Revenue Loss	\$	(10,558.15)	\$ (10,558.15)
Building Rent Revenue Loss		(6,750.00)	(6,750.00)
Overtime	*	(9,665.38)	(15,000.00)
Equipment (IT)	*	(2,234.35)	(3,000.00)
Legal		(1,347.50)	(2,000.00)
Cleaning Supplies	*	(1,331.27)	(5,000.00)
PPE (masks, gloves, etc)	*	(1,721.35)	(3,000.00)
Clerks for Special Meetings		(949.00)	(2,300.00)
Signage	*	(479.52)	(500.00)
Total Expenses & Loss in Revenues		(35,036.52)	(48,108.15)
Staff Savings		-	45,000.00
Conference & Education Savings		-	35,000.00
Cancelled Referendum Savings		-	10,000.00
Land Record Revenue Increase	**		7,500.00
Total Savings		-	97,500.00
Net General Fund Impact	\$	(35,036.52)	\$ 49,391.85
*Anticipated FEMA Reimbursement			
** Due to low interest rates			

Note: Although the General Fund is expected to see net savings associated with COVID-19 virus, this does not reflect anticipated year-end results in looking at the fund in its entirety. As reported during the last meeting of the Board of Finance on May 5, 2020, the General Fund is anticipated to end FY20 with a surplus of about \$290,000. This surplus does not include the budgeted use of reserves of \$850,000 or unbudgeted bond premium revenue of \$1,021,000.

<b>Board of Education - COVID-19 Impact</b>		
	Actual @ 5/13/20	Estimated @ 6/30/20
Building Rent Revenue Loss	\$ -	\$ (10,000.00)
Athletics Programs	-	(95,000.00)
Food Programs	(5,425.73)	(90,425.73)
Overtime	(1,768.81)	(3,000.00)
Technology	(2,002.99)	(3,000.00)
Cleaning Supplies	(2,500.00)	(5,000.00)
PPE (masks, gloves, etc)	(3,182.36)	(5,000.00)
Signage	(1,098.00)	(2,500.00)
<b>Total Expenses &amp; Loss in Revenues</b>	<b>(15,977.89)</b>	<b>(213,925.73)</b>
Transportation Savings	-	465,000.00
Substitute Teacher Savings	-	185,000.00
Instructional Supply Savings	-	120,000.00
Conference & Education Savings	-	70,000.00
Utilities Savings	-	70,000.00
<b>Total Savings</b>	<b>-</b>	<b>910,000.00</b>
<b>Net Board of Education Impact</b>	<b>(15,977.89)</b>	<b>696,074.27</b>
* Anticipated CARES Act Reimbursement		

Note: Although the Board of Education is expected to see net savings associated with the COVID-19 virus, this does not reflect anticipated year-end results. The Board of Education will now be able to absorb previously reported anticipated losses (ie health insurance) that were to be covered via the non-lapsing fund. There are also additional anticipated losses unrelated to COVID-19, such as special education deficits and staff retirements that will be offset by the above savings. The Board of Education is estimated to see a net savings at 6/30/20 of \$330,000.

Health Insurance Fund:

On May 13<sup>th</sup> Lockton, the Town's employee benefits advisor, hosted its quarterly update with the Town. During this meeting we were notified that there have been no COVID-19 health insurance claims to date. Also, they are expecting we will see a decrease in health insurance claims for the months of April, May and June due to the current social distancing restrictions. Management inquired about updated projections as it relates to the FY20/21 budget, and we were advised not to make any adjustments until further information comes available. There is currently not enough data available at this time to make supportable adjustments to the budget. Staff will keep the Board of Finance updated on any impacts to the Health Insurance Fund, if any, as they become available.

Social Services Fund:

On May 5, 2020 the Board of Finance requested and updated statement of revenues, expenditures and changes in fund balance for the Social Services Special Revenue Fund for this meeting. The updated statement is below for review.

The Social Services department has seen an increase in the need for food assistance, rent assistance and other areas of need. Prior to COVID-19, Cheese Day participation averaged 80 families. Food distributions have increased from 80 families to 111 families as of the most recent distribution. The frequency of scheduled food distributions has also increased. Staff anticipates the more frequent distributions and increased participation in

the food programs will continue through at least the summer. In lieu of Cheese Day, Social Services have been distributing food and supplies through curb side pickup. Areas of need have included an increase in requests for items related to children (diapers, wipes, child-friendly snacks), household supplies including toilet paper, laundry detergent and hygiene items. They also continue to provide rent assistance which has also seen an increase in requests.

<b>Town of Simsbury</b>	
<b>Social Services Programs Fund</b>	
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>	
<b>For the Period Ended May 14, 2020</b>	
<b>Revenues</b>	
Donations	\$ 58,703
Grant	4,000
<b>Total Revenues</b>	<b>62,703</b>
<b>Expenditures</b>	
Contractual Services	200
Recreation Programs	403
Recreation Passes	199
Food Distribution	5,401
Repairs - Auto	1,809
Emergency Shelter	300
Tech & Program Supplies	6,628
Utilities	500
<b>Total Expenditures</b>	<b>15,440</b>
<b>Net Change in Fund Balance</b>	<b>47,263</b>
<b>Fund Balance - 7/1</b>	<b>126,331</b>
<b>Fund Balance - 5/14</b>	<b>\$ 173,595</b>



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Budget Adoption & Setting of the Mill Rate for the FY21 Budget
2. **Date of Board Meeting:** May 19, 2020
3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director

4. **Action Requested of the Board of Finance:**

If the Board of Finance supports the adoption of the FY20/21 budget as moved to the Board of Selectmen on May 5, 2020, the following questions shall be put to a vote of the Board of Finance:

1. *Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2021, be approved and implemented in the amount of **\$24,104,638?***

2. *Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2021, be approved and implemented in the amount of **\$72,309,061?***

3. *Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement / Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2021, be approved and implemented in the amount of **\$12,429,922?***

If the Board of Finance adopts the FY20/21 budgets and supports a mill rate of 37.09 mills, the following motions is order:

*Move, effective May 19, 2020 to set the mill rate for the Fiscal Year 2020/2021 at 37.09 mills.*

**5. Summary of Submission:**

At the March 23, 2020 Board of Selectmen meeting, they voted to extend the timeframes associated with the FY20/21 budget development process by thirty (30) days, pursuant to Executive Order No. 7C, issued by Governor Lamont on March 15, 2020.

On March 21, 2020, the Governor issued Executive Order No. 7I, which removes any in-person voting requirements, including referenda and town meetings requiring in-person votes, for purposes of adopting FY 20/21 municipal budgets and setting the mill rate. This Executive Order indicates that the Board of Selectmen needs to designate the Town's "budget-making authority" as the final body to adopt a budget and set the mill rate. Under our Charter, this body is the Board of Finance.

On April 6, 2020, the Board of Selectmen adopted a resolution to reinforce the new timeline, and also grant the Board of Finance the authority to adopt the FY20/21 budget in lieu of holding the annual budget referendum, provided that the Executive Orders remain in place. This resolution was revised to more accurately reflect the dates associated with the budget process, and approved by the Board of Selectmen on May 11, 2020. The revised budget resolution is attached.

On May 5, 2020, the Board of Finance formally closed the public hearing related to the FY20/21 budget. In an effort to follow our budget process as close to the Charter as possible while adhering to the constraints of the Executive Order, the Board of Selectmen reviewed and adopted the budget questions provided above at their May 11<sup>th</sup> meeting. Per the above, the Board of Finance will now vote on the budget questions for the FY20/21 budget in lieu of the referendum. If approved, the budget will be considered formally adopted for the fiscal year 2020/2021 and the Board of Finance can then officially set the mill rate.

At the special meeting of the Board of Finance on May 5, 2020, the Board of Finance discussed a proposed mill rate of 37.09, which is a decrease of 0.23 mills or 0.61%. This is about a \$50 decrease to the median home tax payer.

**6. Financial Impact:**

The current FY19/20 Town mill rate is set at 37.32 mills. The current FY19/20 Fire District mill rate is set at 1.20 mills. At the Annual Meeting of the Simsbury Fire District held on May 11, 2020, the mill rate for the Fire District for FY20/21 was set at 1.19 mills. If the Board of Finance approves the proposed mill rate of 37.09 for the Town, this will be a combined mill rate for the Town of Simsbury of 38.28 mills, which is a decrease of 0.24 mills or 0.62%. This is about a \$50 decrease to the median home tax payer.

**7. Description of Documents Included with Submission:**

- Revised Resolution Pertaining to a Modified Calendar for the FY20/21 General and Capital Fund Budgets Authorized by Executive Orders 2020-7B, 7C and 7I.
- FY 2021 Itemized Estimates of Annual Budget Expenditures by Function Anticipated Revenues by Major Source



# RESOLUTION

## TOWN OF SIMSBURY BOARD OF SELECTMEN

### RESOLUTION PERTAINING TO A MODIFIED CALENDAR FOR THE FY 2020-2021 GENERAL AND CAPITAL FUND BUDGETS AUTHORIZED BY EXECUTIVE ORDERS 2020-7B, 7C AND 7I

**WHEREAS**, on March 10, 2020, the Governor of the State of Connecticut (“Governor”) declared a public health emergency and civil preparedness emergency for the State of Connecticut, pursuant to Connecticut General Statutes Sections 19a-131 and 28-9, in response to the global pandemic of COVID-19 disease associated with a novel coronavirus that is currently affecting multiple countries and states; and

**WHEREAS**, on March 13, 2020, the President of the United States (“President”) declared a national emergency to combat the coronavirus that is currently infecting the population of the United States; and

**WHEREAS**, on March 20, 2020, the Town Manager of the Town of Simsbury (“Town Manager”) declared a local state of emergency to ensure that local officials and the Town Manger have all the authorities necessary to limit the spread of COVID-19 disease and to protect the public safety of the Town of Simsbury; and

**WHEREAS**, the effects the transmission of COVID-19 has resulted in the spread of infections in the Town of Simsbury, in Connecticut and throughout the country, as well as resulting in shortages of personal protective equipment and other supplies that could jeopardize public safety and civil preparedness; and

**WHEREAS**, in response to the issuance of declarations of a public health emergency and civil preparedness emergency by the Governor, he has issued a series of Executive Orders setting forth the law governing the conduct of the business of state and municipal government during the period of the emergency; and

**WHEREAS**, on March 14, 2020, the Governor issued Executive Order No. 7B (“EO 7B”), paragraph 1 of which suspends all statutes, charter provisions,

ordinances and regulations mandating open meetings in order “...to permit any public agency to meet and take such actions authorized by the law without permitting or requiring in-person, public access to such meetings, and to hold such meetings or proceedings remotely by conference call, videoconference or other technology” (“Electronic Meetings”); and

**WHEREAS**, on March 15, 2020 the Governor issued Executive Order No. 7C (“EO 7C”), paragraph 5 of which extended “all budget deadlines for the preparation of the municipal budget” for the FY 2020-2021 “that falls on any date prior to and including May 15, 2020 are extended by thirty (30) days”; and

**WHEREAS**, the Simsbury Charter confers the legislative power of the Town of Simsbury in the Board of Selectmen, for all matters except those powers specifically reserved for the Town Meeting initiated by petition; and

**WHEREAS**, EO 7C permits the legislative body to “alter or modify the schedules and deadlines pertaining to the preparation and submission of a proposed budget and the deliberation or actions on said budget” including any required public hearing(s), publication, referendum or final budget adoption: and,

**WHEREAS**, EO 7C postpones all submission dates as set forth in the Simsbury Charter until such time as the legislative body approves said modified scheduled and deadline consistent with the thirty (30) day extension; and,

**WHEREAS**, on March 21, 2020, the Governor issued Executive Order No. 7I (“EO 7I”), paragraph 13 of which dispenses with any in-person voting requirements, including referenda and town meetings requiring in-person votes, for purposes of adopting 2020-2021 fiscal year municipal budgets and setting the mill rate; in effect conferring final responsibility on the Board of Selectmen to designate the Board of Finance as the Town’s “budget-making authority” under the Charter to adopt a budget and set a mill rate, which roles are otherwise allocated by the Charter to the Automatic Referendum; and,

**WHEREAS**, EOs 7C and 7I do not alter or modify the control of line-items that fall squarely within the authority of the Board of Education budget and, thus, the Board of Education should comply with all submission requirements pertaining to budget deadlines adopted by the municipality, except as modified by this Resolution; and,

**WHEREAS**, on April 6, 2020 the Town of Simsbury Board of Selectmen adopted a version of this resolution extending the timeframes associated with the FY 2021 budget development process and authorizing the Board of Finance to adopt the final budget based on preliminary dates available at that time; and,

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Town of Simsbury Board of Selectmen pursuant to paragraph 5 of Executive Order 7C, the legislative body of the Town of Simsbury hereby sets forth the following modified schedule, process, and deadlines for the submission, deliberation and final action on the Town Budget for FY 2020-2021, which meetings shall be conducted in accordance with the requirements noticed in accordance with EO 7B ¶1.

1. The Town Manager has forwarded a proposed FY 2021 Town of Simsbury Budget and Board of Education Budget (the Annual Budget) consistent with the Simsbury Charter (Charter) to the Board of Selectmen and has made said proposed budgets available for public inspection on the Town's website.
2. The Board of Selectmen adopted its recommended Annual Budget on March 11, 2020 and forwarded it to the Board of Finance, consistent with the Charter.
3. The Board of Finance held public hearings on April 21, 2020 and May 5, 2020 in accordance with the Charter by means of Electronic Meeting and the Board of Finance accepted written public comment via email and hard copy document for both hearings.
4. The Board of Finance adopted the proposed FY 2021 Annual Budget and submitted it to the Town Clerk in accordance with the Charter on May 6, 2020 and caused said proposed Annual Budget to be available for public inspection on the Town's website on May 6, 2020.
5. The Board of Finance shall consider and approve as separate resolutions for the Town Government Budget, the Board of Education Budget and the Capital Non-Recurring Budget, and set the mill rate related to the FY 2021 budget, on Tuesday, May 19, 2020 in accordance with its bylaws and policies and conducted in accordance with the public meeting requirements outlined above. The adoption of said resolutions shall be deemed final approval of the Annual Budget.

6. BE IT FURTHER RESOLVED, all public hearings and meetings shall adhere to rules and protocols set for Electronic Meetings, including the use of online or telephonic conferencing and that no in-person meetings shall be held in consideration of this process.

Approved this 11<sup>th</sup> day of May, 2020.

BOARD OF SELECTMEN



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Eric Wellman, First Selectman

ATTEST



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Ericka L. Butler, Simsbury Town Clerk

**FY 2021 Itemized Estimates of Annual Budget Expenditures by Function and Anticipated Revenues by Major Source**

**Proposed General Fund Operating Budgets**

	Adopted FY2020	Proposed FY 2021	Change	
			Dollar	Percentage
Board of Selectmen	23,970,138	24,104,638	134,500	0.56%
Debt Service & Capital	5,937,284	5,471,465	(465,819)	-7.85%
Board of Education	70,880,978	72,309,061	1,428,083	2.01%
Non-Public School	546,432	551,383	4,951	0.91%
<b>Total Appropriations</b>	<b>101,334,832</b>	<b>102,436,547</b>	<b>1,101,715</b>	<b>1.09%</b>
LESS ESTIMATED NON-CURRENT YEAR TAX REVENUES	10,226,271	10,013,768	(212,503)	-2.08%
<b>BALANCE TO BE RAISED</b>	<b>91,108,561</b>	<b>92,422,779</b>	<b>1,314,218</b>	<b>1.44%</b>

	ACTUAL REVENUE 2019	BUDGET REVENUE 2020	ACTUAL REVENUE 12/31/2019	PROJECTED REVENUE 6/30/2020	ESTIMATED REVENUE 2021
<b>GENERAL FUND REVENUES</b>					
Property Taxes - Prior Year & Interest & Liens	907,498	250,000	312,436	530,000	530,000
Intergovernmental Revenues & Payments in Lieu of Taxes	6,575,970	6,487,317	1,721,817	6,483,305	6,673,242
Investment Income	727,158	400,000	414,379	600,000	400,000
Charges for Goods & Services & Misc	821,036	1,310,546	701,916	1,428,754	1,323,710
Fines & Forfeitures	12,940	12,500	3,898	16,490	16,990
Rental of Town Owned Property	156,406	145,300	37,311	137,450	141,950
Licenses & Permits	1,267,592	649,125	299,376	644,125	494,125
Bond Premiums	1,249,778	-	-	1,021,941	-
Operating Transfers In (WPCA)	110,917	114,483	114,483	114,483	114,483
Operating Transfers In (Belden Trust)	-	7,000	-	7,000	16,100
Operating Transfers In (Capital Project Funds)	321,358	-	-	-	303,168
General Fund Equity (Reserves)	-	850,000	-	-	-
<b>Total General Fund Revenue Budget</b>	<b>12,150,653</b>	<b>10,226,271</b>	<b>3,605,616</b>	<b>10,983,548</b>	<b>10,013,768</b>

	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2020 12/31/2019	FY 2020 6/30/2020	FY 2021 PROPOSED
<b>GENERAL FUND EXPENDITURES BY FUNCTION</b>					
General Government	1,131,763	1,202,199	638,329	1,257,429	1,257,717
Financial Services & Information Technology	990,745	1,204,127	529,450	1,190,396	1,290,951
Planning & Development	646,550	724,262	318,798	622,124	732,429
Public Safety	4,808,177	5,274,763	2,647,803	5,279,573	5,565,651
Public Works & Engineering	3,980,717	4,390,603	1,962,877	4,334,546	4,462,307
Health and Social Services	683,825	768,426	317,882	766,906	775,193
Parks and Recreation & Library	2,378,958	2,573,234	1,208,661	2,547,001	2,705,237
Fringe Benefits & Liability Insurance	5,412,530	6,081,459	3,766,541	5,858,140	6,425,341
Operating Transfers	2,417,968	1,751,065	1,556,390	1,751,065	889,811
<b>Total Board of Selectmen Operating Budget</b>	<b>22,451,233</b>	<b>23,970,138</b>	<b>12,946,731</b>	<b>23,607,180</b>	<b>24,104,637</b>
Debt Service/Capital	7,215,233	5,937,284	2,413,100	5,632,818	5,471,465
Education	69,687,701	71,427,410	25,268,943	71,427,410	72,860,444
<b>Total General Fund Budget</b>	<b>99,354,167</b>	<b>101,334,832</b>	<b>40,628,774</b>	<b>100,667,408</b>	<b>102,436,546</b>

	ACTUAL REVENUE FY 2019	BUDGET REVENUE FY 2020	ACTUAL REVENUE 12/31/2019	PROJECTED REVENUE 6/30/2020	ESTIMATED REVENUE FY 2021
<b>SPECIAL REVENUE FUNDS - REVENUES</b>					
<b>Water Pollution Control Fund</b>					
Sewer Assessments	2,600,259	3,049,278	2,687,391	2,447,832	2,645,997
Intergovernmental Revenues	409,927	409,927	195,264	409,927	409,927
WPCA Fees & Miscellaneous	2,281,265	522,620	439,891	557,768	558,112
<b>Total Water Pollution Control Fund</b>	<b>5,291,451</b>	<b>3,981,825</b>	<b>3,322,546</b>	<b>3,415,527</b>	<b>3,614,036</b>
<b>Residential Property Fund</b>					
Rental of Town Owned Property	78,531	64,638	34,880	67,720	67,940
<b>Simsbury Farms Complex</b>					
Charges for Goods & Services	648,088	881,966	456,837	885,500	976,060
Rental of Town Owned Property	54,350	53,500	38,453	52,000	53,500
Other Revenue	616,157	181,000	188,748	180,000	190,000
Golf Course Fee	791,128	936,691	509,610	940,000	973,500
<b>Total Simsbury Farms Complex</b>	<b>2,109,723</b>	<b>2,053,157</b>	<b>1,193,648</b>	<b>2,057,500</b>	<b>2,193,060</b>
<b>Total Special Revenue Funds</b>	<b>7,479,705</b>	<b>6,099,620</b>	<b>4,551,074</b>	<b>5,540,747</b>	<b>5,875,036</b>

	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2020 12/31/2019	FY 2020 6/30/2020	FY 2021 PROPOSED
<b>SPECIAL REVENUE FUNDS - EXPENDITURES</b>					
<b>Water Pollution Control Fund</b>					
Public Works	2,083,743	2,404,140	968,087	2,240,916	2,583,214
Operating Transfers	474,187	450,000	350,000	350,000	375,000
Debt Service	1,265,207	1,265,207	527,170	1,265,297	1,265,207
<b>Total Water Pollution Control Requests</b>	<b>3,823,137</b>	<b>4,119,347</b>	<b>1,845,257</b>	<b>3,856,213</b>	<b>4,223,421</b>
<b>Residential Property Fund</b>					
Public Works	32,230	28,850	22,666	36,693	37,350
Debt Service	8,629	8,522	4,261	8,522	8,522
<b>Total Residential Properties</b>	<b>40,859</b>	<b>37,372</b>	<b>26,927</b>	<b>45,215</b>	<b>45,872</b>
<b>Simsbury Farms Complex</b>					
SF Administration	217,416	234,081	96,738	235,070	249,334
Special Programs	458,847	373,201	215,256	352,903	367,816
Simsbury Farms Complex	518,735	498,634	276,352	506,931	518,760
Golf Course	873,349	946,365	487,332	950,447	1,001,872
<b>Total Simsbury Farms Complex</b>	<b>2,068,347</b>	<b>2,052,281</b>	<b>1,075,678</b>	<b>2,045,351</b>	<b>2,137,782</b>
<b>Total Special Revenue Funds</b>	<b>5,932,343</b>	<b>6,209,000</b>	<b>2,947,862</b>	<b>5,946,779</b>	<b>6,407,075</b>

FY2020 CAPITAL & NONRECURRING FUND BUDGET	16/17	17/18	18/19	19/20	Requested 20/21	FY2021		
						Charge -Back Against General Fund	Other /State Grants	
<b>BOARD OF SELECTMEN</b>								
Purchase of 3 Patrol Vehicles	87,000						17,400	
Uninterruptible Power Supply for Communications division	20,000						4,000	
Purchase of Support Vehicles (Used)	15,000						3,000	
Highway Plow Truck	155,000						31,000	
Program Room Technology Upgrade	8,000						1,600	
Small Pickup Truck Buildings & Grounds (Used)	11,500						2,300	
Small Mower with Bagger	13,000						2,600	
3/4 Ton Pickup Truck	32,000						6,400	
Baseball Infield Conditioner		20,000					4,000	
Utility Vehicle Memorial		25,000					5,000	
Purchase of 3 Patrol Vehicles		95,000					19,000	
Town Hall Office Improvements		49,500					9,900	
50% Highway Mechanic Truck with Utility Body		36,750					7,350	
Highway Plow Truck - All Season Body		155,000					31,000	
Upgrade HVAC Controller Modules in Town Hall		35,000					7,000	
Eno Hall Stairway & Railings			19,000				3,800	
John Deere Winter Attachments			7,200				1,440	
One-Ton Dump Truck			49,000				9,800	
Children's Room Computers			10,850				2,170	
Simsbury Farms Irrigation Study			40,000				8,000	
Ice Resurfacers (replace 1997)			50,000				10,000	
Front End Rotary Mower (replace 2003)			70,000				14,000	
3 Patrol Vehicles			111,000				22,200	
AED - 8 replacements & 1 new			19,200				3,840	
Radio System Feasibility Study - Phase 1			40,000				8,000	
Radio System Feasibility Study					35,000		7,000	
Ice Rink Condenser					109,200		21,840	
Pool Fencing					30,000		6,000	
Police Cruisers					130,000		26,000	
Automatic Book Handler					73,640		14,728	
Ash Borer Tree Mitigation					36,500		7,300	
Telephone System					1,910		382	
Network Storage & Virtual Environment						130,000	26,000	
Rec & PAC Staining (3 Buildings)						85,000	17,000	
Rink Control Panel						60,000	12,000	
2022 Revaluation						60,000	12,000	
Ash Borer Tree Mitigation						36,500	7,300	
Parking Feasibility Study - Curtiss Park and PAC						25,000	5,000	
P&R Garage Ventilation						10,000	2,000	
Soft Body Armor						9,750	1,950	
Public Works Truck Replacement								180,000
Police Cruisers (3)								141,000
Various Drainage Improvements								125,000
Patrol Supervisor Cruisers (2)								110,000
Sewer Improvements - Lining/Root Control								100,000
Dial-A-Ride Van								63,000
Mobile Data Terminals								55,000
One-Ton Dump Truck (Crew Leader)								51,000
Woodland Street/Hopmeadow Street Sewer Upgrade								50,000
Greens Mower Replacement								45,000
P&R Pickup Truck/Plow Replacement								42,000
Building Department Permit Software Upgrade								27,700
Painting & Repairs to Eno Clock Tower								21,000
11' Snow Plow								20,000
Replacement of Digital Fingerprint System								19,000
P&R Signage								16,000
Soft Body Armor								11,250
Parking Feasibility Study - Curtiss Park and PAC								5,000
<b>BOARD OF SELECTMEN TOTAL</b>	<b>341,500</b>	<b>416,250</b>	<b>416,250</b>	<b>416,250</b>	<b>416,250</b>	<b>401,300</b>	<b>1,081,950</b>	

<b>BOARD OF EDUCATION</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>Charge Back</b>	
Buses/Vehicles/Equipment	362,000	352,000	382,000	382,000	330,000	361,600	
Ceiling/Flooring Replacement	80,000	40,000	-	50,000	50,000	44,000	
Interior Improvements	70,000	60,000	120,500	70,500	70,500	78,300	
Plumbing/Electrical Modifications	25,000	10,000	10,000	10,000	10,000	13,000	
Equipment - Instructional / Non-Instructional	-	-	-	-	52,000	10,400	
Exterior Improvements	98,000	58,000	58,000	58,000	58,000	66,000	
<b>BOARD OF EDUCATION TOTAL</b>	<b>635,000</b>	<b>520,000</b>	<b>570,500</b>	<b>570,500</b>	<b>570,500</b>	<b>573,300</b>	<b>-</b>
<b>TOTAL CAPITAL &amp; NON-RECURRING</b>	<b>976,500</b>	<b>936,250</b>	<b>986,750</b>	<b>986,750</b>	<b>986,750</b>	<b>974,600</b>	<b>1,081,950</b>

<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>FY 2021 Financing</b>
Greenway Improvements \$ 135,000	Cash
Highway Pavement Management \$ 1,205,000	Cash/Grants/Bonds
Plow Truck \$ 258,000	Grants
Secondary Clarifier Weir Covers \$ 275,000	Sewer Use
Radio System Upgrade/Replacement \$ 1,202,000	Bonds
Public Works Facility Paving & Storm Drainage 330,000	Bonds
Sidewalk Reconstruction \$ 200,000	Bonds
District Network Infrastructure \$ 500,000	Bonds
<b>TOTAL PROPOSED CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$ 4,105,000</b>

\*\* Pursuant to Section 406 of the Town Charter an appropriation amount in excess of two percent (2%) of the annual budget for the then current fiscal year shall be subject to an automatic referendum by all qualified voters of the Town of Simsbury.



**President:** Michael J. Freda, First Selectman of North Haven; • **First Vice President:** Luke A. Bronin, Mayor of Hartford • **Second Vice President:** Jayme Stevenson, First Selectman of Darien;

**Directors:** Elinor Carbone, Mayor of Torrington; Thomas Dunn, Mayor of Wolcott; Justin Elicker, Mayor of New Haven; John Elsesser, Town Manager of Coventry; Laura Francis, First Selectman of Durham; Joseph P. Ganim, Mayor of Bridgeport; Barbara M. Henry, First Selectman of Roxbury; Matthew Hoey, First Selectman of Guilford; Laura Hoydick, Mayor of Stratford; Catherine Iino, First Selectwoman of Killingworth; Matthew S. Knickerbocker, First Selectman of Bethel; Marcia Leclerc, Mayor of East Hartford; Curt Leng, Mayor of Hamden; Rudolph P. Marconi, First Selectman of Ridgefield; Michael Passero, Mayor of New London; W. Kurt Miller, First Selectman of Seymour; Leo Paul, Jr., Honorary Member; Brandon Robertson, Town Manager of Avon; John Salomone, City Manager of Norwich; Scott Shanley, General Manager of Manchester; Erin Stewart, Mayor of New Britain; Mark B. Walter, Town Administrator of Columbia;

**Past Presidents:** Susan S. Bransfield, First Selectwoman of Portland, Mark D. Boughton, Mayor of Danbury; Neil O’Leary, Mayor of Waterbury; Herbert C. Rosenthal, Former First Selectman of Newtown

**Executive Director & CEO:** Joseph A. DeLong

May 13, 2020

To: CCM-Member Mayors, First Selectmen and City/Town Managers

From: Michael Freda, First Selectman of North Haven and CCM President  
Joe DeLong, CCM Executive Director

Re: ***Direct fiscal relief from CCM -- one-time equity distribution***

CCM’s Board of Directors, recognizing the severe fiscal and service challenges facing towns and cities as a result of the COVID-19 pandemic, is pleased to announce that CCM members will be given a one-time equity distribution of 50 percent of your annual CCM dues, once your dues payment is sent in full this summer.

Also available is the option to have your 50 percent equity distribution applied as a credit, to be used for additional-cost CCM events, products and services, such as the CCM convention, CCM’s Production/Printing Services, Certified CT Municipal Official (CCMO) Program, Drug and Alcohol Testing Consortium, Municipal Consulting Service (and Executive Search), among others.

If you would prefer to have your equity distribution held as a credit toward additional-cost services, simply make CCM aware of this request either by including a note with your 2020 dues or by contacting Joe DeLong. If you want to receive your distribution in the form of an unrestricted check, no action is required on your part. CCM will promptly process and distribute these funds upon receipt of your full 2020 dues payment.

Your Board of Directors appreciates the work you do – especially during these very tough times. Public service has rarely required as much from people as it does today, and you’re meeting the challenge, doing the hard work and rising to the occasion.

Rest assured, CCM will remain at your side as the most reliable resource for effective state-local-federal advocacy, information and research, best local government practices, critical training, and innovative collaborative efforts.