CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:00 p.m. in the Main Meeting Room of the Simsbury Town Offices and via Zoom. Present were: First Selectman Wendy Mackstutis; Deputy First Selectman Amber Abbuhl; Board members: Heather Goetz, Eric Wellman (via Zoom) and Chris Peterson. Others in attendance included: Town Manager Maria E. Capriola; Public Works Director/Town Engineer Tom Roy; Finance Director Amy Meriwether; Director of Culture, Parks and Recreation Tom Tyburski (via Zoom); Management Specialist Tom Fitzgerald; Emergency Management Director Michael Berry (via Zoom) and Director of Infrastructure & Technology for Simsbury Public Schools Jason Casey (via Zoom) and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC HEARING

a) Proposed Amendments to the Solid Waste Ordinance (Chapter 133)

There were no participants in attendance. Mr. Peterson made a motion to close the public hearing. Ms. Abbuhl seconded the motion. The motion passed with all in favor.

PUBLIC AUDIENCE

- Participants can address the Board of Selectmen in person at the meeting
- Email townmanager@simsbury-ct.gov by noon on Monday, June 13, 2022 to register to address the Board of Selectmen live thru Zoom
- Written comments can be emailed to townmanager@simsbury-ct.gov. Written comments will not be read into the record, but forwarded to all Selectmen via email

No public audience.

PRESENTATION

a) Juneteenth Proclamation

Ms. Mackstutis read the following Proclamation:

Town of Simsbury
Juneteenth Proclamation

Whereas, the residents, businesses, and Town of Simsbury, Connecticut are firmly committed to promoting diversity, equity, and inclusion, along with celebrating the cultural traditions of community; and

Whereas, on June 19th, 1865, Union soldiers led by Major General Gordon Granger, arrived in Galveston, Texas to enforce the Emancipation Proclamation – signed by President Lincoln over two and a half years prior on September 22, 1862 – and freed all remaining enslaved people in the state of Texas; and
Whereas, Juneteenth, which combines the words June and Nineteenth, is a worldwide celebration which commemorates the end of slavery in the United States of America; and

Whereas, initially a regional celebration popular in Texas, Juneteenth grew to become a national event during which African American communities gathered to share in the spirit of the day, featuring outdoor activities, food, prayer services

Whereas, the Town of Simsbury will hold a Juneteenth celebration at the Simsbury Public Library on June 19, 2022, bringing a greater awareness of this holiday and its significance in African-American History and in the heritage of our community and our nation; and

Now therefore, I, First Selectman Wendy Mackstutis call upon our community to join in this celebration marking the emancipation of Black Americans in the Confederate states that followed the end of the Civil War, as Juneteenth not only commemorates the past, but it also calls us to action today; and

IN WITNESS THEREOF, I hereby provide my signature and Town of Simsbury seal on this day 13th day of June 2022.

Mr. Peterson made a motion effective, June 13, 2022, to endorse a Proclamation in honor of Juneteenth. Ms. Goetz seconded the motion. All were in favor and the motion passed.

b) Diversity, Equity, and Inclusion Council Update

Ms. Kodak shared recent activity by the DEI Council including recent events hosted. She also provided a Housing Subcommittee update. She stated that they received a grant from the Hartford Foundation for one year for public engagement in inclusive housing. She shared that they are now holding stakeholder meetings, doing a housing survey, educational events, having a community forum and creating a report with their findings (hopefully by the end of the year) to the BOS and Hartford Foundation. The Council’s next steps were discussed along with how the BOS can support them.

An overview of the Data Subcommittee of the DEI Council was provided. In September 2020, the BOS passed a resolution declaring racism a public health crisis. The subcommittee focuses on opportunities to further advance racial equity in education, housing, health, food security and criminal justice. The first round of funding was discussed, stating that they were approved for $3,000 in funding in early spring 2021 and their final report was submitted in November. The final report highlights were discussed. The next step recommendations include: conducting a revamp of the survey that would collect demographic data, partner with the police department to get disaggregated data on demographics of incident reports, arrests, etc., reach out to schools to get data on demographics of free and reduced lunch plans, examine the density of primary care services and specialty care services to determine if there is a shortage of providers, and to conduct focus group interviews with non-residents to learn why they chose other towns. The next round of funding was discussed, in early May they submitted a final draft to the Town Manager’s office asking for support to move forward with posting the RFQ for the next phase of funding. The Council provided an update of what to anticipate for the future including: a much larger scale data collection, requesting support to move RFQ process forward, working with the Steering Committee and town leaders to establish DEI-related goals and funding needs going forward.

FIRST SELECTMAN’S REPORT

Ms. Mackstutis, First Selectman, reviewed her First Selectman’s Report.
TOWN MANAGER’S REPORT

Ms. Capriola, Town Manager, reviewed her Town Manager’s Report.

LIAISON AND SUB-COMMITTEE REPORTS

a) Personnel – no report at this time.
b) Finance – no report at this time.
c) Public Safety – no report at this time.
d) Board of Education – no report at this time.

SELECTMEN ACTION

a) Proposed Amendments to the Solid Waste Ordinance (Chapter 133)

Ms. Abbuhl made a motion effective June 13, 2022, to adopt the proposed revisions to the Solid Waste Ordinance (Chapter 133) as presented, which shall be effective 21 days after publication in a newspaper having circulation within the Town of Simsbury. Further move to authorize a summary of the adopted ordinance be published. Mr. Peterson seconded the motion. All were in favor and the motion passed.

b) Proposed Transfer Station Fee Schedule

Mr. Roy shared that Paine’s is the Town’s contractor for the transfer station and given the fact their contract was bid three years ago, they are now looking to make a modest modification to their fee structure due to the increase in disposal costs and transportation costs due to fuel increases.

Ms. Goetz made a motion effective July 1, 2022, to adopt the Bulky Waste (Transfer Station) Fee Schedule as presented. Mr. Wellman seconded the motion. All were in favor and the motion passed.

c) Accessible Parking Awareness Month

Ms. Abbuhl shared that they started the Accessible Parking Awareness program in 2012 to remind people to not park in the handicap parking spots and also to make them aware regarding the space around the spots. The fines for parking in these spaces has increased, the maximum fine can be $250.

Ms. Mackstutis made a motion effective June 13, 2022, to designate June of 2022 as Accessible Parking Awareness Month in the Town of Simsbury. Mr. Peterson seconded the motion. All were in favor and the motion passed.

d) Reappointment of Mike Berry as Emergency Management Director

Ms. Capriola stated that Mr. Berry has served our community with care and dedication over the past two years and thanked him for his service.

Mr. Peterson made a motion effective July 1, 2022, to re-appoint Michael Berry as the Emergency Management Director for the Town of Simsbury. This designation shall remain in effect until revised, rescinded, or Mr. Berry’s separation for service, whichever comes first. Ms. Goetz seconded the motion. All were in favor and the motion passed.

e) Tax Refund Requests
Ms. Abbuhl made a motion effective June 13, 2022 to approve the presented tax refunds in the amount of $764.61, and to authorize Town Manager, Maria E. Capriola, to execute the tax refunds. Ms. Goetz seconded the motion. All were in favor and the motion passed.

f) Authorize the Board of Education to apply for a Connecticut school construction grant for the partial roof replacement projects at Tariffville elementary School and Central Elementary School; referral of the projects to the Public Building Committee and authorization of preparation of schematic drawings and specifications

Ms. Capriola shared that when they have school projects where a portion is eligible for reimbursement by the State they do require a series of motions as they are headed into that project.

Mr. Peterson asked if it is a flat 15% reimbursement from the State. Ms. Capriola stated that it depends on the type of the project as there are different reimbursement levels.

Ms. Goetz made a motion:

a. "RESOLVED that the Board of Selectmen authorizes the Town of Simsbury Board of Education to apply to the Commissioner of Education and to accept or reject grants for the Tariffville Elementary School and Central Elementary School Partial Roof Replacement Projects."

b. "RESOLVED that the Board of Selectmen hereby establishes the permanent Public Building Committee as the building committee to the proposed Tariffville Elementary School and Central Elementary School Partial Roof Replacement Projects."

c. "RESOLVED that the Board of Selectmen authorizes the preparation of schematic drawings and outline specifications for the proposed Tariffville Elementary School and Central Elementary School Partial Roof Replacement Projects.

Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

g) Supplemental Appropriation – Golf Equipment Purchase

Mr. Tyburski shared that the Golf Maintenance Fund was set-up in 2016 to cover expenses like this. He shared that they would be replacing a 2006 Jacobsen mower as it is very difficult to get parts for it.

Mr. Peterson made a motion effective June 13, 2022, to approve a supplemental appropriation for the purchase of a Golf Course Mower in the amount of $29,500, with funding from the Golf Maintenance Equipment Surcharge Account. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

h) Supplemental Appropriation – Meadowood Barn Demolition

Ms. Capriola shared that this is a request that came from the Board of Finance. Since acquiring the Meadowood property there have been two barns which have been deemed to be unsafe and needed to be demolished. The demolition of the barns was not anticipated within the original scope of the capital project. While bond counsel advised that the expenses could be charged to the capital project, there is not sufficient funding in the appropriation. They are recommending this be charged to the capital reserve fund.

Mr. Peterson made a motion effective June 13, 2022, to approve an appropriation for the Meadowood Barn demolition and legal expenses in the amount of $41,000 as presented and to create a capital project for the Meadowood barn demolition. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.
i) **Supplemental Appropriation Request – Simsbury Housing Authority**

Ms. Mackstutis stated that they used most of the ARPA funds for capital projects, however, they also had a few projects that were not ready at the budget time. The Housing Authority has provided a list of needs in order of priority, the appropriation would fund the top three most urgent needs.

Ms. Abbuhl made a motion effective June 13, 2022 to approve a supplemental appropriation for funding for the Simsbury Housing Authority in the amount of $100,000. Ms. Goetz seconded the motion. All were in favor and the motion passed.

j) **Supplemental Appropriation Request – Non-Profit Grant Program**

Ms. Mackstutis shared that one of the original ideas when they were discussing the ARPA funds was to create a non-profit grant program to help them recover from the pandemic. If approved by the Board of Finance, it would allow 501(c)(3)s to apply for a grant of up to 10k, the application window would be open for a month and they would be screened by the Finance subcommittee and they would hope to deliver a packet to the BOS. There is still information they need to run by the Town’s Attorney such as what type of follow-up they need to do regarding the funds awarded. She is hoping at the next meeting they will be able to announce the program and have all the correct forms in place.

Ms. Goetz made a motion effective June 13, 2022, to approve a supplemental appropriation for funding for the 501 (c)(3) Non-Profit Grant Program in the amount of $150,000. Mr. Peterson seconded the motion. All were in favor and the motion passed.

k) **Property Appraiser Classification**

Ms. Capriola shared that in the current year budget there was funding for a temporary part-time property appraiser position, however, given the labor market particularly in Connecticut and in the municipal space, they were unable to recruit someone part-time temporary. The upcoming budget for July 1, 2022 does include funding for this position to be full-time.

Ms. Abbuhl made a motion effective June 13, 2022, to create the classification of Property Appraiser and to approve the proposed job description as presented and further move to establish an hourly rate of pay for the position between $37.09 - $44.32. Mr. Peterson seconded the motion. All were in favor and the motion passed.

l) **IT Manager Job Description**

Ms. Capriola shared that this job description has not been updated in over 25 years, the Union is also supportive of this change.

Ms. Goetz made a motion effective June 13, 2022, to approve the revised job title and job description for the Information Technology Director position as presented. Mr. Peterson seconded the motion. All were in favor and the motion passed.

m) **Youth and Family Social Worker Classification**

Ms. Capriola shared that this will round out the remainder of their positions that were newly created and authorized for July 1st. The position would be classified as exempt so the salary data was provided.

Ms. Abbuhl made a motion, effective June 13, 2022, to create the classification of Youth and Family Social
Worker and to approve the proposed job description as presented and further move to establish a salary rate of pay for the position between $72,059 - $86,119. Mr. Peterson seconded the motion. All were in favor and the motion passed.

n) Successor Collective Bargaining Agreement Between the Town and CSEA Secretarial, Clerical, and Library Employees, July 1, 2019 – June 30, 2023

Ms. Capriola shared that they have reached a tentative agreement with their clerical union for a successor collective bargaining agreement. The union’s ratification meeting occurred on June 10th and they did vote to ratify the agreement. A few highlights: it is a four year agreement, the general wage increases are comparable to their other internal groups, and it is also consistent with their external data. They also were successfully able to negotiate some changes in benefits as well. This covers 17 full-time employees and 19 part-time employees.

Ms. Goetz made a motion effective June 13, 2022, to authorize Town Manager Maria E. Capriola to execute the proposed successor Collective Bargaining Agreement between the Town of Simsbury and CSEA Clerical, Library, and Secretarial Employees, July 1, 2019 - June 30, 2023, which shall enter into effect retroactively from July 1, 2019 and expire on June 30, 2023. Mr. Peterson seconded the motion. All were in favor and the motion passed.

p) Recycling Committee Proposal

Ms. Mackstutis shared that the former Recycling Committee had interest in running the Swap Shop at the Transfer Station and wanted to make sure they could do that. She met with Mr. Roy and Ms. Turner and they came up with a proposal that was agreeable to reconstitute the Recycling Committee so they could perform their functions and they relate to the Swap Shop. They will meet twice a year with Mr. Roy and Ms. Mackstutis as liaisons to the Committee.

Mr. Peterson made a motion effective June 13, 2022, to approve the creation of the Recycling Committee as presented. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

APPPOINTMENTS AND RESIGNATIONS

a) Recycling Committee Appointments

Mr. Peterson made a motion effective June 13, 2022, to appoint Joe Daly as a Regular Member of the Recycling Committee with a term expiring on December 4, 2023, move, effective June 13, 2022, to appoint Susan Ray as a Regular Member of the Recycling Committee with a term expiring on December 4, 2023, and move, effective June 13, 2022, to appoint Mary Turner as a Regular Member of the Recycling Committee with a term expiring on December 4, 2023.
Move, effective June 13, 2022, to appoint Rosemary Fusco as a Regular Member of the Recycling Committee with a term expiring on December 4, 2023. Ms. Abbuhl seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

a) Regular Meeting of May 23, 2022

No changes were made to the May 23, 2022, Regular Meeting Minutes. Ms. Mackstutis declared the minutes approved and requested that they be put on record.

**EXECUTIVE SESSION**

Mr. Peterson made a motion to adjourn to Executive Session pursuant to General Statutes Section 1-200(6)(D): Possible Purchase of a Parcel of Land (56 Wolcott Road) at 7:46 p.m. and to include Town Manager Maria E. Capriola; Public Works Director Tom Roy; Town Attorney Bob Decrescenzo, and all Board members. Ms. Goetz seconded the motion. All were in favor and the motion passed.

a) Pursuant to General Statutes Section 1-200(6)(D): Possible Purchase of a Parcel of Land (56 Wolcott Road)

Ms. Abbuhl made a motion to adjourn from Executive Session at 8:06 p.m. Ms. Goetz seconded the motion. The motion passed with all in favor.

**ADJOURN**

Ms. Abbuhl made a motion to adjourn at 8:06 p.m. Mr. Peterson seconded the motion. All were in favor and the motion passed.

Respectfully submitted,
Heather Taylor
Clerk