

Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Watch Board of Selectmen meetings **LIVE** and rebroadcast on Comcast Channels 96, 1090, Frontier Channel 6071 and **LIVE** streamed or on-demand at www.simsburytv.org

SIMSBURY BOARD OF SELECTMEN
Regular Meeting – May 22, 2023 – 6:00 p.m.
Main Meeting Room, Simsbury Town Hall

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

- a) Neighborhood Assistance Act Program Proposals

PUBLIC AUDIENCE

- Participants can address the Board of Selectmen in person at the meeting
- Email townmanager@simsbury-ct.gov by noon on Monday, May 22, 2023 to register to address the Board of Selectmen live through 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

PRESENTATION

- a) LGBTQ+ Pride Month Proclamation, Pride Flag Raising Ceremony

FIRST SELECTMAN'S REPORT

TOWN MANAGER'S REPORT

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- a) Personnel
- b) Finance
- c) Public Safety
- d) Board of Education

SELECTMEN ACTION

- a) Tax Refund Requests
- b) Neighborhood Assistance Act Program Proposals
- c) 55 Hoskins Road Easement (Map H05 Block 103 Lot 024)
- d) Proposed Public Gathering Permit – Art on the Green
- e) Proposed Public Gathering Permit – Brewstock
- f) Proposed Public Gathering Permit – Juneteenth Celebration
- g) Termination of Local Emergency Order Related to COVID

APPOINTMENTS AND RESIGNATIONS

- a) Appointment to Simsbury Youth Service Bureau Advisory Board

REVIEW OF MINUTES

- a) May 8, 2023 Regular Meeting
- b) May 15, 2023 Special Meeting

COMMUNICATIONS

- a) Memo from N. Boulter re: Administrative Approval of Public Gathering Permits, dated May 18, 2023

ADJOURN



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Public Hearing – Neighborhood Assistance Act Program Proposal

2. **Date of Board Meeting:** May 22, 2023

3. **Individual or Entity Making the Submission:**

Nicholas J. Boulter, Interim Town Manager

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

No action is needed during the public hearing, other than to close the hearing. The Board may opt to authorize submitting a Neighborhood Assistance Act application for the Simsbury Grange and Simsbury Community and Social Services Department later in the evening (item on the agenda under Selectmen action).

5. **Summary of Submission:**

At your May 8, 2023 meeting, the Board of Selectmen scheduled a public hearing to receive public comment on the Neighborhood Assistance Act Program Proposals for the Simsbury Grange and Simsbury Community and Social Services Department for 6:00pm on Monday, May 22, 2023. This public hearing is a requirement of the program.

The public hearing notice is attached.

6. **Financial Impact:**

Minimal staff time will be needed to administer the application process.

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

a) Public Hearing Notice

**TOWN OF SIMSBURY
PUBLIC HEARING NOTICE**

**Public Hearing Date: Monday, May 22, 2023 at 6:00 p.m.
Neighborhood Assistance Act Program Proposals**

Notice is hereby given that the Board of Selectmen will hold a public hearing on Monday, May 22, 2023 at 6:00 p.m. to receive public comment concerning the proposed approval by the Board of Selectmen of the proposals of the Simsbury Grange and Simsbury Department of Community and Social Services for benefits under the Neighborhood Assistance Act (NAA) as set forth in the completed Form NAA-01, Connecticut Neighborhood Assistance Act (NAA) Program Proposals. Copies of the proposals can be found on the Town of Simsbury's website, www.simsbury-ct.gov on the Board of Selectmen's page. Hard copies are filed at the Town Clerk's Office, 933 Hopmeadow Street, Simsbury, CT. Members of the public may address the Board of Selectmen live in-person, or they may email townmanager@simsbury-ct.gov by 12:00pm on May 22, 2023 to register to address the Board of Selectmen live through Zoom. Alternatively, members of the public may email statements to townmanager@simsbury-ct.gov by 12:00 p.m. on May 22, 2023 to have their comments read into the record at the hearing.



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** LGBTQ+ Pride Month Proclamation and Pride Flag Raising
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager *Nicholas Boulter*
4. **Action Requested of the Board of Selectmen:**
The following suggested motions are in order:

Move, effective May 22, 2023, to endorse a Proclamation in honor of Pride Month. Further move, to authorize the Pride Flag to be raised outside of Town Hall for the month of June 2023.
5. **Summary of Submission:**
This proclamation recognizes June as Pride Month and Simsbury's commitment to being an inclusive community to all our residents. Should the Board support raising a Pride flag at Town Hall, the ceremony will take place on Thursday, June 1st at 5:30 PM.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
 - a) Proclamation in Honor of Pride Month

**Proclamation Recognizing June 2023 as
LGBTQ+ Pride Month in Simsbury**

Whereas, the Town of Simsbury is committed to supporting the visibility, dignity, and equity for everyone in our community and affirms our obligation to protect the most vulnerable among us; and

Whereas, Simsbury recognizes the contributions of LGBTQ+ residents, students, employees, and business owners to the cultural and civic fabric of our town and remains committed to protecting their civil rights in our unified effort to forge a more open and just society; and

Whereas, advancements have been made with respect to equitable treatment of LGBTQ+ people throughout the nation, but there continues to be discrimination, injustice and acts of hate making it important for towns like Simsbury to stand up and show support for members of our community who identify as LGBTQ+; and

Whereas, Simsbury joins many cities and towns across the United States in recognizing and celebrating June as LGBTQ+ Pride Month as a commitment to standing in solidarity with all LGBTQ+ Americans; and

Whereas, the rainbow flag is widely recognized as a symbol of pride, inclusion, and support for social movements that advocate for LGBTQ+ people in society; and

Whereas, the Pride Walk along Iron Horse Boulevard serves as Simsbury's ongoing and unwavering commitment to diversity, equity, and inclusion; and

Whereas, we ask for and encourage everyone to reflect on ways we can all live and work together with a commitment to mutual respect and understanding; and

NOW, THEREFORE BE IT RESOLVED that we, Members of the Simsbury Board of Selectmen, hereby proclaim June 2023 Pride Month in the Town of Simsbury, in support of our LGBTQ+ community and

BE IT FURTHER RESOLVED that the rainbow flag will be raised on this day, June 1st, 2023, recognizing all LGBTQ+ members of our community whose influence, advocacy and contributions to our neighborhoods make the Town of Simsbury a vibrant community in which to live, work and play.

IN WITNESS THEREOF, we have placed our signatures and the great seal of the Town of Simsbury.

Dated the 22nd day of May 2023.

Wendy Mackstutis
First Selectman

Amber Abbuhl
Deputy First Selectman

Sean Askham
Selectman

Chris Peterson
Selectman

Heather Goetz
Selectman

Eric S. Wellman
Selectman



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Tax Refund Requests
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager; Colleen O'Connor, Tax Collector
Nicholas Boulter
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports approving the tax refunds as presented, the following motion is in order:

Move, effective May 22, 2023 to approve the presented tax refunds in the amount of \$283.16, and to authorize Interim Town Manager, Nicholas J. Boulter, to execute the tax refunds.

5. **Summary of Submission:**
Tax refunds need to be issued from time to time for motor vehicles, real property, and personal property. Some of the most common reasons tax refunds need to be issued for motor vehicles include: sale of the vehicle; the vehicle is destroyed; the vehicle is donated; the owner has moved out of state; or, the owner has successfully appealed the taxes. Real estate refunds are typically due to the fact that during the sale or refinancing of a property, both a bank and an attorney's office have paid taxes owed, resulting in an overpayment to the Town. Overpayments of personal property taxes are rare; often overpayments of personal property are due to a person or entity forgetting that they paid in full in July, then also sending the January installment.

In a legal opinion from the Town Attorney dated May 22, 2001, he stated that CGS §12-129 "requires that all applications for tax refunds be referred to the Board (of Selectmen) for their consideration and action." Once approved by the Board of Selectmen, the Town Manager will sign off on tax refund applications. As a reminder, the Tax Collector's Office is responsible for collecting revenue for the Fire District pursuant to Special Act #264 of the Legislature in 1945. However, tax refunds for the Fire District are not under the jurisdiction of nor approved by the Board of Selectmen and are therefore not included in the requested tax refunds presented.

6. **Financial Impact:**
The aggregate amount of all tax refunds as presented is \$283.16. The attachment dated May 22, 2023 has a detailed listing of all requested tax refunds.
7. **Description of Documents Included with Submission:**
 - a) Requested Tax Refunds, dated May 22, 2023

REQUESTED TAX REFUNDS
MAY 22, 2023

	BILL NUMBER	TAX	INTEREST	TOTAL
List 2020				
C B Masonry & Landscape LLC	20-02-40151	\$11.09		\$11.09
Total 2020		\$11.09	\$0.00	\$11.09
List 2021				
C B Masonry & Landscape LLC	21-02-40157	\$14.39		\$14.39
Nowobilski Casmir W	21-03-63727	\$178.11		\$178.11
Poggio Robert M	21-03-64852	\$14.58		\$14.58
Ladenheim Sydney	21-03-71031	\$43.62		\$43.62
Cramer Joleen & Allen	21-04-80642	\$13.27		\$13.27
Hoyt Michael J	21-04-81441	\$8.10		\$8.10
Total 2021		\$272.07	\$0.00	\$272.07
TOTAL 2020		\$11.09	\$0.00	\$11.09
TOTAL 2021		\$272.07	\$0.00	\$272.07
TOTAL ALL YEARS		\$283.16	\$0.00	\$283.16



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Neighborhood Assistance Act Program Proposals

2. **Date of Board Meeting:** May 22, 2023

3. **Individual or Entity Making the Submission:**

Nicholas J. Boulter, Interim Town Manager

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

If the Board of Selectmen supports the proposals from the Simsbury Grange and Simsbury Department of Community and Social Services under the Neighborhood Assistance Act, the following motion is in order:

Move, effective May 22, 2023 to approve the Neighborhood Assistance Act Program applications as presented and to authorize Interim Town Manager Nicholas J. Boulter to submit the application to the Department of Revenue Services. Further move to designate Acting Deputy Town Manager Thomas Fitzgerald as the municipal liaison.

5. **Summary of Submission:**

In March 2023, the Town was notified by the State Department of Revenue Services (DRS) that the 2023 Neighborhood Assistance Act (NAA) application is available to tax-exempt organizations. This program provides a tax credit to businesses that make cash investments in qualifying community programs conducted by tax-exempt or municipal agencies. Examples of qualifying community programs include energy conservation projects, neighborhood assistance, job training, education, community services, and crime prevention. Programs must be approved by both the municipality in which the programs are conducted and by DRS.

Notice of this opportunity was posted to the Town website, distributed via News & Announcements and social media.

The Town Manager's Office has received two NAA program proposals. The Simsbury Department of Community and Social Services is seeking funds for its Food Pantry Program, which provides non-perishable food items to residents experiencing food insecurity. Cheese Day, the Department's largest food program, provides a monthly distribution where recipients can shop the pantry. The program is averaging 80 households per month. This program is dependent solely upon donations. The Department would like to provide gift cards to all monthly Cheese Day participants so that they may purchase what they need outside of what they receive in donated products. In addition, the Department would like to keep gift cards on hand to provide assistance in emergency situations.

The Simsbury Grange is seeking funds to continue its energy efficiency and improvement projects. The Grange has participated in this program since 2018. This year the Grange is hoping to work on adding insulation, and adjusting ductwork as well as care for trees that create shade to help cool their building.

A public hearing on these proposals was held earlier this evening. If the Board approves the applications, staff will proceed to submit it to DRS. We expect to receive notification in August as to whether or not the programs were approved. Businesses requesting a tax credit under the program are required to apply for participation between September 15 and October 1.

6. Financial Impact:

Minimal staff time will be needed to administer the application process. If the application for the Simsbury Department of Community and Social Services, there will be staff time required to solicit donations for the programs.

7. Description of Documents Included with Submission:

- a) 2023 Simsbury Department of Community and Social Services NAA Program Application
- b) 2023 Simsbury Grange NAA Program Application



Municipality: Simsbury

Form NAA-01
2023 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
Town of Simsbury, Department of Community and Social Services

Address: 754 Hopmeadow Street, Simsbury, CT 06070

Federal Employer Identification Number: 06-6002085

Program title: Simsbury Food Pantry

Name of contact person: Kristen Formanek

Telephone number: (860) 658-3283

Email address: kformanek@simsbury-ct.gov

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 42,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☐

Yes

☒

No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☐ Energy conservation; **or**
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☒ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; **or**
☐ Other (specify): _____

Description of program: _____

The Simsbury Food Pantry provides supplemental food and other items to our community members who are low-income and experiencing food insecurity. We have a large monthly distribution where participants can select non-perishable food items. Fresh produce, toiletries, and household and paper products are also made available. There are many things that are difficult for some participants to buy on their own due to financial constraints and certain items not being covered by benefit programs such as SNAP or WIC. Through the NAA we are requesting gift cards for our Pantry participants, so they may purchase those items. We serve an average of 70 households per month.

Need for program: _____

There are many items that are either cost-prohibitive or not covered by SNAP or WIC, which are difficult for our participants to purchase. These items include things such as meat, dairy, toiletries, soap, laundry, and paper products. We aim to have gift cards on hand to help purchase these items in an emergency. With the funds from this program we would purchase gift cards and provide one to each household at our monthly distributions.

Neighborhood area to be served: _____

All income-eligible residents of Simsbury are welcome to participate. Simsbury includes Simsbury proper, West Simsbury, Weatogue, and Tariffville.

Plan to implement the program: _____

We will actively solicit businesses in town for donations. This will be done using a variety of methods: Email blasts, physical mailings, social media, and in-person communications will be used to encourage donations to the program. Donations will be used to purchase gift cards for our Food Pantry participants. Gift cards will then be distributed to our residents who are experiencing food insecurity.

Timetable:

Program start date: 11/02/2023
MM - DD - YYYY

Program completion date: 11/02/2024
MM - DD - YYYY

Post-project audit due date: 02/02/2025
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date.

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$42,000.00

Other funding sources - itemized sources:

- a) _____
b) _____
c) _____
d) _____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:

- a) Purchase of gift cards \$42,000.00
b) _____
c) _____
d) _____

Administrative expenses - itemized description:

- a) _____
b) _____
c) _____
d) _____

Total Proposed Expenditures: _____

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program:	_____
	Town of Simsbury, Community and Social Services
Mailing address:	_____
	754 Hopmeadow Street, Simsbury, CT 06070
Name of municipal liaison:	Kristen Formanek
Telephone number:	860-658-3283
Fax number:	860-408-7046
Email address:	kformanek@simsbury-ct.gov

Post-Project Audit
Is a post-project audit required for this proposal?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes , date post-project audit due:
2/02/2025
Date



Municipality: _____

Form NAA-01
2023 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
Simsbury Grange / filed as part of Connecticut State Grange Patrons of Husbandry

Address: _____
236 Farms Village Rd., West Simsbury, CT 06092 (mail to P.O. Box 364, West Simsbury, CT 06092)

Federal Employer Identification Number: 06-0945695

Program title: Energy Efficiency and Conservation at the Grange

Name of contact person: Susan Masino

Telephone number: (860) 651-6790

Email address: susan.masino@trincoll.edu

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 24,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☒ Energy conservation; **or**
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; **or**
☐ Other (specify): _____

Description of program: _____

The Grange is non-partisan and non-denominational and anyone over 14 is considered an adult member and eligible to hold office. Our building is a community center open to anyone and most programs are free or donation-based. We are continuing to improve our energy efficiency as a role model for the community and showcase our plans and progress. We have been here and serving the community since 1931. We are all volunteers, and all ages and walks for life.

Need for program: _____

Our building is well-built and we are committed to the sustainability and longevity of our Grange, including energy efficiency and low maintenance costs. We need insulation and adjusted ductwork, and need to care for shade trees to maintain this free opportunity to cool our building. We have quotes/estimates for these projects and are grateful for the NAA grant program. We maintain a space for music, theater, dance, DIY cooking and gardening and workshops, movies and more. It is rentable at very reasonable rates. Martin Luther King Jr. used to attend dances at our Grange Hall in the 1940s and we will be on the historic home tour in 2024.

Neighborhood area to be served: _____

We serve primarily the Farmington Valley - various lessons, kitchen workshops, and summer reading sessions for local children. We are also partnered with a community garden in Hartford and many of our events serve a broader region: live music and our inaugural film series on Beaver Pond Wildlife brought people from over an hour away. Local vendors at our annual fair or seed swap come from a wide area. We are prepared to serve the local area as a shelter or food center if needed, and offer many DIY opportunities like canning and jamming.

Plan to implement the program: _____

We have improvements that we have been unable to implement or have only partially implemented. We always use local businesses, and have gotten estimates for the work proposed here. This year we plan to finalize our heating and cooling projects and insulation and invest in our tree canopy. Specific Grange members have agreed to spearhead specific aspects of this program. This is all "shovel ready" and we will easily be able to initiate and supervise completion of the work well within the 2 year timeline even if we face unexpected delays. Any amount is greatly appreciated.

Timetable:Program start date: 01/01/2024
MM - DD - YYYYProgram completion date: 12/31/2026
MM - DD - YYYYPost-project audit due date: _____
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date.

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:NAA funds requested \$24,000.00

Other funding sources - itemized sources:

a) Grange contribution (rental income, donations) \$1,000.00

b) _____

c) _____

d) _____

Total Funding: \$25,000.00**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) attic ventilation and insulation \$3,500.00b) energy efficient appliances (4) for community kitchen \$6,500.00c) energy efficient siding upgrade and window covers \$9,500.00d) shade tree preservation, maintenance \$5,000.00

Administrative expenses - itemized description:

a) 10% administrative, accounting and project management \$2,450.00

b) _____

c) _____

d) _____

Total Proposed Expenditures: \$26,950.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program:	_____
Mailing address:	_____ _____
Name of municipal liaison:	_____
Telephone number:	_____
Fax number:	_____
Email address:	_____

<p style="text-align: center;">Post-Project Audit</p> <p>Is a post-project audit required for this proposal?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, date post-project audit due:</p> <p style="text-align: center;">_____ Date</p>

2023 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01, 2023 Connecticut Neighborhood Assistance Act (NAA) Program Proposal**. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Additional Information* below.

Part I — General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II — Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III — Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV — Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at portal.ct.gov/DRS. E-mail any questions to NAAProgram@ct.gov or call **860-297-5687**, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** 55 Hoskins Road Easement (Map H05 Block 103 Lot 024)
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager
Nicholas Boulter
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports acceptance of the proposed Easement, the following motion is in order:

Move, effective May 22, 2023 to authorize Interim Town Manager Nicholas J. Boulter to execute an easement on land owned by DESRI TVS REAL ESTATE HOLDINGS LLC to the Town of Simsbury for the purposes of constructing, using and maintaining outdoor classroom area for use by Squadron Line School of way on the southwest side of 55 Hoskins Road on Assessor Map ID H05, Block 103, Lot 024.
5. **Summary of Submission:**
The owner of the parcel located at 55 Hoskins Road and the Town of Simsbury desire to enter into an easement agreement to allow Squadron Line School to utilize a .24 acre portion of property owned by Tobacco Valley Solar for passive, outdoor use including outdoor classroom activities.

The proposal was referred to the Planning Commission by the Board of Selectman in accordance with requirements under Section §8-24 of the Connecticut General Statutes. The Planning Commission offered a positive referral to the easement at their May 9, 2023 meeting. The Town Attorney has reviewed and approved the attached easement documents.
6. **Financial Impact:**
There will be minimal maintenance costs for the area
7. **Description of Documents Included with Submission:**
 - a) Memo from G. McGregor re: 8-24 Referral - Squadron Line School Easement
 - b) Proposed Easement with Attachments



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Office of Planning & Community Development

TO: Nicholas Boulter, Interim Town Manager

FROM: George K. McGregor, AICP, Planning Director *GKM*

DATE: May 10, 2023

SUBJECT: **8-24 Referral-Squadron Line School Easement**

On May 9, 2023, the Town of Simsbury Planning Commission reviewed the above referenced easement agreement pursuant to Section 8-24 of the Connecticut General Statutes.

The Commission found the project consistent with the Plan of Conservation and Development and forwarded a positive referral to the Board of Selectmen.

GKM

EASEMENT AGREEMENT

This EASEMENT AGREEMENT (this “**Agreement**”) is made and entered into as of the ____ day of _____, 2023 by and between DESRI TVS REAL ESTATE HOLDINGS LLC, a Delaware limited liability company having a mailing address at c/o D.E. Shaw Renewable Investments, L.L.C., 575 5th Avenue, 35th Floor, New York, New York 10017 (hereinafter referred to as the “**Grantor**”) and the TOWN OF SIMSBURY, a municipality organized under Connecticut General Statutes having a mailing address at 933 Hopmeadow Street, Simsbury, Connecticut 06070 (hereinafter referred to as the “**Grantee**”).

WITNESSETH:

WHEREAS, Grantor is the owner of that certain parcel of real property comprising approximately 52.6 acres, commonly known as 55 Hoskins Road, Town of Simsbury, County of Hartford and State of Connecticut and designated as Map H05 Block 103 Lot 024 on the tax map for the Town of Simsbury, Connecticut (the “**Grantor’s Property**”); and

WHEREAS, Grantee is the owner of that certain adjacent parcel of real property comprising approximately 20.2 acres, commonly known as 44 Squadron Line Road, Town of Simsbury, County of Hartford and State of Connecticut and designated as Map G05 Block 103 Lot 019A on the tax map for the Town of Simsbury, Connecticut (the “**Grantee’s Property**”), upon which the Squadron Line Elementary School is located (the “**School**”); and

WHEREAS, Grantor desires to grant to Grantee and the School, an exclusive easement to construct, keep, use, maintain, repair and replace an outdoor classroom area for use by the School and its students, teachers, staff, administrators, guests and invitees on a portion of the Grantor’s Property.

NOW, THEREFORE, in consideration of One Dollar (\$1.00) paid and other good and valuable consideration from Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged by the Grantor, the Grantor and the Grantee hereby agree as follows:

1. Grant of Easement. Grantor, for itself and for its successors and/or assigns, hereby conveys and grants to Grantee, its successors and assigns and the School, an exclusive easement for a period of ninety-nine (99) years from the date of this Agreement (the “**Easement**”) over, under, in, across and upon a portion of Grantor’s Property (the “**Easement Area**”) to construct, keep, use, maintain, repair and replace an outdoor classroom area for use by the School and its students, teachers, staff, administrators, guests and invitees. The Easement granted herein shall include the right to spread wood chips, place tables and chairs and erect tents or other small temporary structures within the Easement Area. In areas of the Easement Area not covered by wood chips, Grantee shall plant and/or maintain the current vegetation within the Easement Area. The Easement Area is situated wholly within Grantor’s Property, is comprised of approximately 0.24 acres and is more particularly shown and designated as the “Easement Area” on that certain survey map attached hereto and made a part hereof as **Exhibit A** (the “**Survey Map**”).

2. Use of Easement Area.

(a) Grantee's, its successors and assigns, shall have the right to use and enjoy the Easement Area for all lawful purposes in any manner not inconsistent with this Agreement.

(b) Grantor shall not obstruct, impede or interfere in Grantee's use of the Easement Area. Without limiting the generality of the foregoing, no building, tree or any other object shall be erected or placed within the Easement Area by Grantor which will interfere with Grantee's permitted use of the Easement.

(c) The Easement Area may not be modified except by written agreement executed and delivered by both parties and recorded on the land records of the Town of Simsbury, Connecticut.

3. Private Ownership. The grant of the Easement hereunder shall not change the private ownership of Grantor's Property, and no one shall have any right to be on Grantor's Property, except as specified herein. Except as expressly limited herein, Grantor reserves for itself and its successors and assigns, all rights as owner of Grantor's Property.

4. Indemnification; Liens. Grantee shall indemnify and hold Grantor harmless from and against any and all loss, costs or damage arising out of the exercise of Grantee's rights under the Easement. No liens or encumbrances of any kind or type shall be imposed on the Easement Area or any other part of Grantor's Property due to Grantee's acts or omissions. If any mechanic's or other lien, charge or order for the payment of money or other encumbrance shall be filed against Grantor and/or any portion of Grantor's Property, then Grantee shall, at Grantee's sole expense, cause same to be discharged of record or bonded within five (5) business days after written notice to Grantee of the filing thereof, and Grantee shall indemnify and save harmless Grantor and its lender(s), against and from all costs and liabilities, suits, penalties, claims and demands, including reasonable attorneys' fees resulting therefrom. If Grantee fails to comply with the foregoing provisions, Grantor shall have the option of discharging or bonding any such lien, charge, order or encumbrance, and Grantee agrees to reimburse Grantor for all costs, expenses and other sums of money, including reasonable attorneys' fees, in connection therewith.

5. Insurance. At all times while this Agreement remains in effect, Grantee shall maintain and provide Grantor with certificates of insurance reasonably satisfactory to Grantor evidencing: (i) commercial general liability insurance coverage in an amount of no less than \$1,000,000 per occurrence and \$3,000,000.00 general aggregate; and (ii) automobile insurance coverage with limits of not less than \$1,000,000.00 for bodily injury or property damage.

For the insurance coverages set forth above, the Grantor (and its lender(s) if applicable) must be named as a Certificate Holder and Additional Insured and must be provided with a Waiver of Subrogation in favor of Grantor. The provided certificates of insurance evidencing the required insurance shall provide at least thirty (30) days written notice to Grantor in the event coverage is decreased, modified, terminated or cancelled. Grantee is solely responsible to

renew the insurance coverage required hereby and deliver new/replacement certificates of insurance to Grantor as appropriate. Failure to maintain insurance coverage in accordance herewith shall constitute a default under this Agreement.

6. Maintenance/Repair/Replacement of Easement Area. The Grantee is solely responsible for the maintenance, repair and replacement of any improvements constructed or placed by Grantee within the Easement Area and for all costs and expenses incurred in connection therewith.

7. Binding Effect. This Agreement shall run with the land and shall be binding upon and inure to the benefit of successors in title, and the successors and assigns of Grantor and Grantee.

8. Governing Law. This Agreement shall be governed by and construed under the substantive and procedural laws of the State of Connecticut.

9. Entire Agreement. This Agreement sets forth the entire agreement of the parties concerning the matters set forth herein and supersedes any prior agreements or negotiations. There are no additional oral or written representations or agreements. This Agreement may only be amended by a writing signed by the parties hereto or their successors in interest.

10. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original agreement, and all of which shall constitute one agreement.

11. Default. In the event that Grantee fails to perform any provision herein in accordance with the requirements set forth herein or to perform any other obligation set forth herein within thirty (30) days following receipt of written notice thereof, Grantor shall have the right to restrain by injunction any violation or threatened violation by Grantee of any of the terms, covenants, or conditions hereof, or to obtain a decree to compel performance of any such term, covenant, or condition hereof. All remedies are cumulative and shall be deemed additional to any and all other remedies to which Grantor may have at law or in equity.

12. Notices. All notices, demands, consents, approvals and other communications (each, a “**Notice**”) which are required or desired to be given by either party to the other under this Agreement shall be in writing and shall be (a) sent by U.S. registered or certified mail, postage prepaid, return receipt requested, or (b) sent by reputable overnight courier service, addressed to the appropriate party at its address set forth at the beginning of this Agreement, or at such other address as such party shall have last designated by Notice to the other. Notices shall be deemed given when delivered. Rejection or other refusal by the addressee to accept a Notice or the inability to deliver the Notice because of a changed address of which no Notice was given shall be deemed to be receipt of the Notice sent.

[NO FURTHER TEXT ON THIS PAGE; SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the undersigned Grantor and Grantee have hereunto set our hands and seals intending to be legally bound hereby as of the day and year first above written.

Signed, sealed and delivered
in the Presence of:

GRANTOR:

DESRI TVS REAL ESTATE HOLDINGS LLC,
a Delaware limited liability company

Name:

Name:

By: _____
Name:
Title:

GRANTEE:

TOWN OF SIMSBURY

Name:

Name:

By: _____
Name: Nicholas J. Boulter
Title: Interim Town Manager

STATE OF _____)
) SS: _____ (town/city)
COUNTY OF _____)

On this the ____ day of _____, 2022, before me, the undersigned officer, personally appeared _____, who acknowledged himself to be a _____ of DESRI TVS REAL ESTATE HOLDINGS LLC, a Delaware limited liability company and that he as such _____ of the company being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the company by himself as such _____.

IN WITNESS WHEREOF, I hereunto set my hand.

Notary Public

STATE OF CONNECTICUT)
) ss: Simsbury
COUNTY OF HARTFORD)

On this the ____ day of _____, 2022, before me, the undersigned officer, personally appeared Nicholas J. Boulter, who acknowledged himself to be the Interim Town Manager of the Town of Simsbury, a municipality organized under the Connecticut General Statutes and that he as such Interim Town Manager of the municipality being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the municipality by himself as such Interim Town Manager.

IN WITNESS WHEREOF, I hereunto set my hand.

Commissioner of Superior Court
Notary Public

Exhibit A

[copy of Survey Map attached]



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Public Gathering Permit – “Art on The Green” Moss Life & Modern Twist Makers Vendor Art Market
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager; George McGregor, Director of Planning and Community Development; Laura Barkowski, Code Compliance Officer
Nicholas Boulter
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:

Move, effective May 22, 2023, to approve the public gathering application for the Art On The Green Vendor Market and to authorize the issuance of the public gathering permit for the event.
5. **Summary of Submission:**
The Public Gathering Committee has approved the application for the Art On The Green Vendor Market. The event will be held on June 4, 2023 at the Tariffville Green.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
a) Application, Map and Summary of Event



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

PUBLIC GATHERING PERMIT APPLICATION

A Public Gathering Permit (PGP) is required when a proposal is made for a gathering of a number of people on Town property which may cause questions or raise concerns regarding traffic circulation and access issues involving local or state roadways, public safety, or issues regarding a required Special Exception permit from the Zoning Commission. *This application does not apply to block parties, please refer to Simsbury Police Department.

Application should be completed in full, **including original signatures**, before submitting to the Zoning Enforcement Officer at the Simsbury Town Offices, Planning & Zoning Department, 933 Hopmeadow Street, Simsbury, Connecticut 06070. ****Please include 6 copies of your completed application IN ADDITION TO the original when you submit it.** The Board of Selectmen has the final authority to approve or deny public gathering permit applications. The Town reserves the right to cancel an event that does not obtain complete approval, as specified herein.

Applications must be received in office at least 6 WEEKS prior to the date of the proposed event.

Organization's Name: "Art On The Green" Moss Life & Modern Twist Makers

Applicant's Name: [REDACTED]

Mailing Address: [REDACTED]

Phone: [REDACTED]

Event Location: Tariffville Green - Annual Event

Exact Date(s) of proposed Public Gathering: (MUST include all required "set up" and "tear down" time, as well as the actual dates of the Public Gathering.)

Exact Time(s)/Date Begin: 11am / 04 June 2023 (no backup)

End: 3pm / 04 June 2023

Number of people expected to be present for the event (incl. staff, volunteers, attendees): 60

- The Town of Simsbury reserves the right to limit the number of attendees. The maximum number of permitted attendees will be determined after consultation with the Town of Simsbury.*

A CERTIFICATE OF INSURANCE MADE OUT TO THE APPLICANT AND TOWN OF SIMSBURY, EVIDENCING COVERAGE OF \$1,000,000 IN FORCE FOR THE DURATION OF THE EVENT, MUST BE SUBMITTED WITH THIS APPLICATION. THIS CERTIFICATE OF INSURANCE MUST INCLUDE A HOLD HARMLESS AGREEMENT FOR THE TOWN.

**Simsbury Police – 860-658-3100 933 Hopmeadow Street.*

*** Number of copies may vary, please check with the Simsbury Zoning Enforcement Officer.*

TOWN OF SIMSBURY USE ONLY:

Fee Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Insurance Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Request Approved:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	MORE INFO: _____

Signature: _____ Date: _____

EVENT INFO

Description of Event:

"Art On The Green" Vendor Art Market on Tariffville Green

Come meet great local artists, see their amazing work and even let your creative juices flow in projects you can make yourself.

Vendors will be set up on the Tariffville Green (see map)

Vendors will have Ez Up Style Pop up Tents, not exceeding a size of 10 X 10

Parking will be available along Main Street, at the Moss Life & Modern Twist Makers parking lot and at peoples houses for those that live in Tariffville.

Bathrooms are available for use at Cracker Barrel Pub & Marco's (Restaurants across from the Tariffville Green)

No Food or Drink will be provided or sold by Vendors.

Food and Drink will be available for purchase at Cracker Barrel Pub and Marco's.

Any and all Covid19 Restrictions, Rules and Guidelines at the time of the event will be adhered to.

Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES ☒ NO ☐ NUMBER: 2

- You are responsible for proper collection and removal of all waste generated by your event.

Portable toilets: YES ☐ NO ☒ NUMBER: _____

- If yes, please show locations on attached site plan.

Tent: YES ☒ NO ☐ SIZE: 10X10
OPEN SIDES ☒ ENCLOSED ☐

- Tents must be in compliance with State of Connecticut tent regulations. The Town of Simsbury's Building Official or Fire Marshal can advise on tent requirements.

Lighting and/or sound equipment: YES ☐ NO ☒

- If yes, please attach a list of the equipment you plan to use along with a stage plot with locations for the equipment.
- Lighting must meet the requirements of the Town of Simsbury Fire Marshal.

Does your event require electrical access? YES ☐ NO ☒

- If so, a plan for electrical access will need to be reviewed with the Town of Simsbury Building Official or Fire Marshal.

Will food be sold or given away at your event? YES ☐ NO ☒

- If food is to be served, whether prepared on- or off-site, you must obtain a Temporary Food Permit from the Farmington Valley Health District (www.fvhd.org).

Will alcohol be served at your event? YES ☐ NO ☒

Number of vendors: _____ Service start and end times: _____

- If alcohol is to be served, you must obtain all pertinent State permits and abide by all Town and State laws and regulations. An additional list of policies applies if alcohol is to be served.

Will road closure(s) be necessary? YES ☐ NO ☒

- Details of proposed traffic circulation and closings must be presented to the Chief of Police prior to his signing of the PGP application. If State roads are proposed for closing, a permit from the CT DOT may be necessary.
- Notification of State DOT will need to be made at a minimum of 90 days, Town of Simsbury should be notified at the time of submittal.

PLANNING & ZONING DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3245

Alcohol

- Does your event require a Special Exception? YES ☐ NO ☒
- Has the Zoning Commission approved a S.E.? YES ☐ NO ☐
- Have you obtained a State of CT liquor license? YES ☐ NO ☐

Signage

- Will your event require temporary signs? YES ☐ NO ☒
 - No signage may be erected without written permission granted from the Zoning Enforcement Officer
- Has your organization secured permits for such? YES ☐ NO ☐

Attachments:☒ Site Map

- The site plan/ map of the proposed Public Gathering should be to-scale and show exactly:
 - ☒ Layout of the Event (tents, booths/vendors, rides, aisles, etc.)
 - ☐ Location of Lighting
 - ☐ Parking Layout

FARMINGTON VALLEY HEALTH DISTRICT

95 RIVER ROAD, CANTON, CT 06019

www.fvhd.org

860-352-2333

If food will be prepared or dispensed at your event, you must obtain a Temporary Food Permit from Farmington Valley Health District.

Has a Temporary Food Permit been secured? YES ☐ NO ☒Will food trucks be present? YES ☐ NO ☐

Number of food trucks to be present _____

What type of fuel supply will be used for cooking? Propane ☐ Solid fuel ☐ Generator ☐ None ☒<http://www.fvhd.org/food-protection1.html>**BUILDING DEPARTMENT**

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

Tent:YES ☒ NO ☐ CAPACITY: 2 _____
OPEN SIDES ☒ ENCLOSED ☐
SQUARE FOOTAGE: 10X10 Max size tents _____

- Tents may require a Building Permit, depending on square footage, capacity, enclosure (or not), and if there will be heat and/or electrical. You should contact the Building Official to determine if a permit will be necessary.

Does your event require electrical access? YES ☐ NO ☒

- Will you be utilizing portable generators? YES ☐ NO ☒

FIRE MARSHAL

871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

Will attendance be 1,500 or more persons? YES ☐ NO ☒

- If 1,500 or more an incident command tent may be required and will need to be noted on the site map. Where required by AHJ, standby fire personnel shall be provided at the cost of the applicant

Will there be fireworks or special effects? YES ☐ NO ☒

Has a state permit been issued? YES ☐ NO ☐

When required by the AHJ, standby fire personnel shall be provided at the cost of the applicant.

Are staff aware and are fire or emergency evacuation procedures in place and documented?

YES ☐ NO ☐

DEPARTMENT OF PUBLIC WORKS (DPW)

66 TOWN FOREST ROAD, SIMSBURY, CT 06070

860-658-3222

Will barricades/signage be required:

- For the day of the event?
- In advance?

YES ☐ NO ☒

DATES: _____

Are DPW trucks required for use as barricades? YES ☐ NO ☒

To be determined by Simsbury Police, Other vehicles are not permitted as barricades.

QUANTITY: _____

- The fee schedule below is for one (1) Truck and one (1) staff member.
- All fees will begin when Public Works Trucks leave the DPW Campus.
- Each Truck will be filled with sand and operated by a single staff member.
- The number and positioning of the Trucks shall be determined by the Simsbury Police Department.
- The fees for using DPW trucks as barricades are as follows:
 - \$250 for first four (4) hours
 - \$50/hour for each additional hour during regular hours
 - \$75/hour for each additional hour on Federal holidays and Sundays

TOTAL FEE DUE: \$250 + (_____ hours x \$50/\$75) = \$_____

Fee is payable by check made out to the Town of Simsbury

Please note:

- No markings on the roadways or custom signage is allowed.
- Traffic cones shall not be provided by DPW.

POLICE DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival? YES ☐ NO ☒

If yes, please list recent prior venues that have hosted this concert/festival:

Will on-site private security be provided? YES ☐ NO ☒ NUMBER: _____

Will on-site emergency medical services be provided? YES ☐ NO ☒ NUMBER: _____

• Where will they be located? _____

SIMSBURY VOLUNTEER AMBULANCE ASSOCIATION

4 OLD MILL LANE, SIMSBURY, CT 06070

860-658-7213

Will there be any athletic competitions or other activity/activities that could increase the likelihood of injury or illness? YES ☐ NO ☒

Will a commercial ambulance be provided? YES ☐ NO ☒

If YES the Simsbury Volunteer Ambulance Association needs to be notified.

Will the attendance be equal to or greater than 5000? YES ☐ NO ☒ NUMBER: _____

Attendance will be: _____

STAGGERED OVER COURSE OF EVENT ☐ AT A SPECIFIC TIME ☐ TIME: _____

CULTURE, PARKS & RECREATION

100 OLD FARMS ROAD, SIMSBURY, CT 06070

860-658-3836

Are you serving food? YES ☐ NO ☒

• If so, trash recycling barrels are required at Permittee's expense

Will you require any special field lining or set up? YES ☐ NO ☒

Do you intend to use "staked" tents on athletic fields? YES ☐ NO ☒

Will athletic field lighting be necessary? YES ☐ NO ☒

Have you provided a parking plan on your site map? YES ☐ NO ☒

Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.

• ATTENDANCE: _____ / 50 = _____ PORTABLE TOILETS REQUIRED

Public Gathering Permit Required Declaration

I declare that the information provided on this application is true and correct to the best of my knowledge and belief. I understand that if the information I have provided is a misrepresentation of the actual event, or that the actual event digresses in a manner from the approved permit, that the permit will be revoked.

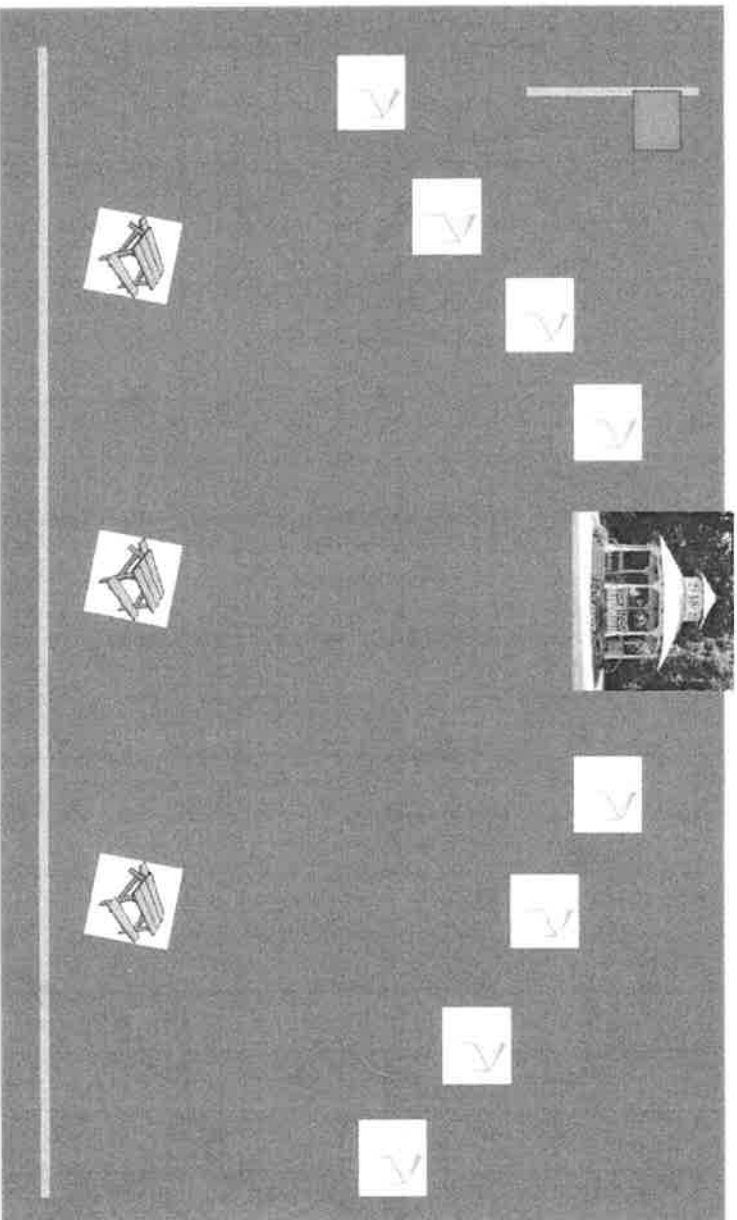
Applicant's Name (Printed): Allie Kraushaar & Kirsten Hocker

Applicant's Signature:

Date Signed:

Kirsten Hocker & Allie Kraushaar
4/23/23 4/23/23

Art On The Green "Proposed" Map



Parking:

Along Main Street, at the Moss Life/Modern Twist Makers parking lot and those who live in Tariffville can part at their houses



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/02/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kerr Agency, Inc. 736 Hopmeadow Street P.O. Box 516 Simsbury CT 06070	CONTACT NAME: Wendy Batan PHONE (A/C, No, Ext): (860) 651-3325 E-MAIL ADDRESS: wbatan@kerrinsurance.com FAX (A/C, No): (860) 760-6988
INSURED Tariffville Village Association, Inc. PO Box 333 Tariffville CT 06081	INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Casualty Ins.Co. NAIC # 29424 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: Master 2022

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			02SBMTH3068	08/10/2022	08/10/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EPLI \$ 5,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$ OCCUR CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Art & Vendor on the Green event being held 6/4/2023.


CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

REQUIRED SIGN OFFS (in order required)

	<u>Received Date:</u>	<u>Received By:</u>	<u>Approved By:</u>	<u>Action Date:</u>
Culture Parks And Rec. Director			 Denied TT email	5/5/23
Zoning Commission (As may be required by ZEO)			N/A	
Building Official			H miga	4.28.23
Police Chief			G Samselki	4.27.23
Dir of Public Works			T Ray	4.27.23
Dir of Health FVHD				
Fire Marshal			P burville	4.27.23
Simsbury Volunteer Ambulance			K stewart	5/5/23
Zoning Enforcement Officer			L Bakowski	5/5/23
Board of Selectmen				

Barkowski Laura

From: Karin Stewart <kstewart@simsburyems.com>
Sent: Friday, May 5, 2023 10:10 AM
To: Barkowski Laura
Cc: Tom Roy; Boulter Nicholas (SPD); Samselski Gregory; Miga Henry; jbrown@fvhd.org; PTourville@simsburyfd.org
Subject: Re: PGP "Art on the Green" Event in Tariffville 04Jun2023

Approved SVAA

Karin Stewart

On Thu, Apr 27, 2023 at 12:09 PM Barkowski Laura <lbarkowski@simsbury-ct.gov> wrote:

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO

Code Compliance Officer

Town of Simsbury, Planning & Land Use Department

933 Hopmeadow Street • Simsbury, CT 06070

lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Karin Stewart, Executive Director
Chief of Service
Simsbury Volunteer Ambulance Association

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, or an employee or agent responsible for delivering the message to the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message, including any attachments.

Barkowski Laura

From: Tyburski Tom
Sent: Thursday, May 4, 2023 4:44 PM
To: Barkowski Laura
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Hi, just spoke with Sabrina, let's talk in the morning before 9am if you can.

Tom

Thomas Tyburski
Director
Simsbury Culture, Parks and Recreation
www.SimsburyRec.com
860-408-4682

*Per in person
talk TT is fine
with 1X per year
Lg*

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, May 4, 2023 1:41 PM
To: Tyburski Tom <ttyburski@simsbury-ct.gov>
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Tom,

I thought that was the village association as well.

I do not think we allow this.

Thank you for letting me know!

From: Tyburski Tom
Sent: Thursday, May 4, 2023 1:34 PM
To: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Hi Laura, when I first looked at this, I thought it was being organized by the Tville Village Association as fundraiser. After seeing it again it appears it may be just these two businesses using the Tville Green to showcase or sell goods. If this is the case, Town Ordinance prohibits this use without Town permission. I am not sure we want to set precedent and allow this. Chapter 115, Article 1, Sec. C: To sell, offer, or solicit for sale any goods or merchandise without permission of the Board of Selectman or its designated agent.

If this were part of a larger event, an art show on the green, for example, I don't think there would be an issue. But if 2 local businesses wish to use this property exclusively for the purposes of a "sidewalk sale", I think it becomes much harder for us to deny permission to future requests by them or others for a similar purpose.

Call me if you want to discuss,

Tom

Thomas Tyburski
Director
Simsbury Culture, Parks and Recreation
www.SimsburyRec.com
860-408-4682

Tom

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, May 4, 2023 12:59 PM
To: Karin Stewart <kstewart@simsburyems.com>; Tyburski Tom <ttyburski@simsbury-ct.gov>
Subject: FW: PGP "Art on the Green" Event in Tariffville 04Jun2023

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Barkowski Laura

From: Tyburski Tom
Sent: Thursday, May 4, 2023 1:34 PM
To: Barkowski Laura
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Hi Laura, when I first looked at this, I thought it was being organized by the Tville Village Association as fundraiser. After seeing it again it appears it may be just these two businesses using the Tville Green to showcase or sell goods. If this is the case, Town Ordinance prohibits this use without Town permission. I am not sure we want to set precedent and allow this. Chapter 115, Article 1, Sec. C: To sell, offer, or solicit for sale any goods or merchandise without permission of the Board of Selectman or its designated agent.

If this were part of a larger event, an art show on the green, for example, I don't think there would be an issue. But if 2 local businesses wish to use this property exclusively for the purposes of a "sidewalk sale", I think it becomes much harder for us to deny permission to future requests by them or others for a similar purpose.

Call me if you want to discuss,

Tom

Thomas Tyburski
Director
Simsbury Culture, Parks and Recreation
www.SimsburyRec.com
860-408-4682

Tom

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, May 4, 2023 12:59 PM
To: Karin Stewart <kstewart@simsburyems.com>; Tyburski Tom <ttyburski@simsbury-ct.gov>
Subject: FW: PGP "Art on the Green" Event in Tariffville 04Jun2023

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)

Barkowski Laura

From: Miga Henry
Sent: Friday, April 28, 2023 12:48 PM
To: Barkowski Laura
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Ok with me

Henry

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, April 27, 2023 12:09 PM
To: Tom Roy <troy@simsbury-ct.gov>; Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; Miga Henry <hmiga@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; 'jbrown@fvhd.org' <jbrown@fvhd.org>; 'PTourville@simsburyfd.org' <PTourville@simsburyfd.org>
Subject: PGP "Art on the Green" Event in Tariffville 04Jun2023

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Barkowski Laura

From: Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>
Sent: Thursday, April 27, 2023 2:36 PM
To: Barkowski Laura; Tom Roy; Boulter Nicholas (SPD); Samselski Gregory; Miga Henry; kstewart; 'jbrown@fvhd.org'
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023
Attachments: FM_Approved_PGP_Art on the Green _6_4_2023.pdf

Fire Marshal's office approved

Patrick Tourville, CFI-I
Fire Marshal
Simsbury Fire District
871 Hopmeadow Street
Simsbury, CT 06070
(P) 860-658-1973
(C) 860-818-0479

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, April 27, 2023 12:09 PM
To: troy@simsbury-ct.gov; nboulter <nboulter@pd.simsbury-ct.gov>; gsamselski <gsamselski@pd.simsbury-ct.gov>; Miga Henry <hmiga@simsbury-ct.gov>; kstewart <kstewart@simsburyems.com>; 'jbrown@fvhd.org' <jbrown@fvhd.org>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>
Subject: PGP "Art on the Green" Event in Tariffville 04Jun2023

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Barkowski Laura

From: Samselski, Gregory <GSamselski@pd.simsbury-ct.gov>
Sent: Thursday, April 27, 2023 12:45 PM
To: Barkowski Laura
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Pd approves Art on the Green PGP.

*Lt. Gregory Samselski #103
Investigations Commander / Simsbury Police Department
933 Hopmeadow Street
Simsbury, CT 06070
Main: (860) 658-3100 Ext. 3106
Fax: (860) 658-3103*

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, April 27, 2023 12:09 PM
To: Roy, Thomas <troy@simsbury-ct.gov>; Boulter, Nicholas <NBoulter@pd.simsbury-ct.gov>; Samselski, Gregory <GSamselski@pd.simsbury-ct.gov>; Miga, Henry <hmiga@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; 'jbrown@fvhd.org' <jbrown@fvhd.org>; 'PTourville@simsburyfd.org' <PTourville@simsburyfd.org>
Subject: PGP "Art on the Green" Event in Tariffville 04Jun2023

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Barkowski Laura

From: Tom Roy
Sent: Thursday, April 27, 2023 1:35 PM
To: Barkowski Laura
Subject: RE: PGP "Art on the Green" Event in Tariffville 04Jun2023

Approved – Public Works

Thomas J. Roy, P.E.
Director / Town Engineer
Department of Public Works
Town of Simsbury
66 Town Forest Road
West Simsbury, CT 06092
(o) 860.658.3222

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, April 27, 2023 12:09 PM
To: Tom Roy <troy@simsbury-ct.gov>; Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; Miga Henry <hmiga@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; 'jbrown@fvhd.org' <jbrown@fvhd.org>; 'PTourville@simsburyfd.org' <PTourville@simsburyfd.org>
Subject: PGP "Art on the Green" Event in Tariffville 04Jun2023

Please review the attached PGP application.

Thanks,

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)





Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Public Gathering Permit – Brewstock
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager; George McGregor, Director of Planning and Community Development; Laura Barkowski, Code Compliance Officer
Nicholas Boulter
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:

Move, effective May 22, 2023, to approve the public gathering application for the Brewstock event and to authorize the issuance of the public gathering permit for the event.
5. **Summary of Submission:**
The Public Gathering Committee has approved the application for the Brewstock event taking place at the Simsbury Meadows Performing Arts Center. The event will be held on August 5, 2023.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
a) Application, Map and Summary of Event



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

PUBLIC GATHERING PERMIT APPLICATION

A Public Gathering Permit (PGP) is required when a proposal is made for a gathering of a number of people on Town property which may cause questions or raise concerns regarding traffic circulation and access issues involving local or state roadways, public safety, or issues regarding a required Special Exception permit from the Zoning Commission. *This application does not apply to block parties, please refer to Simsbury Police Department.

Application should be completed in full, **including original signatures**, before submitting to the Zoning Enforcement Officer at the Simsbury Town Offices, Planning & Zoning Department, 933 Hopmeadow Street, Simsbury, Connecticut 06070. ****Please include 6 copies of your completed application IN ADDITION TO the original when you submit it.** The Board of Selectmen has the final authority to approve or deny public gathering permit applications. The Town reserves the right to cancel an event that does not obtain complete approval, as specified herein.

Applications must be received in office at least 6 WEEKS prior to the date of the proposed event.

Organization's Name: Simsbury Performing Arts Center, Inc.

Applicant's Name: Missy DiNunno

Mailing Address: 22 Iron Horse Blvd (PO Box 245) Simsbury, CT 06070

Phone: 860-651-4052 Email: missy@simsburymeadowsmusic.com

Event Location: SMPAC - 22 Iron Horse Blvd Simsbury, CT

Exact Date(s) of proposed Public Gathering: (MUST include all required "set up" and "tear down" time, as well as the actual dates of the Public Gathering.)

Exact Time(s)/Date Begin: Saturday, August 5, 2023 (8a load-in)

End: Saturday, August 5 2023 (8p load-out concludes)

*** Please see attached Event Outline for full schedule ***

Number of people expected to be present for the event (incl. staff, volunteers, attendees): 300-600

- The Town of Simsbury reserves the right to limit the number of attendees. The maximum number of permitted attendees will be determined after consultation with the Town of Simsbury.*

A CERTIFICATE OF INSURANCE MADE OUT TO THE APPLICANT AND TOWN OF SIMSBURY, EVIDENCING COVERAGE OF \$1,000,000 IN FORCE FOR THE DURATION OF THE EVENT, MUST BE SUBMITTED WITH THIS APPLICATION. THIS CERTIFICATE OF INSURANCE MUST INCLUDE A HOLD HARMLESS AGREEMENT FOR THE TOWN.

**Simsbury Police – 860-658-3100 933 Hopmeadow Street.*

*** Number of copies may vary, please check with the Simsbury Zoning Enforcement Officer.*

TOWN OF SIMSBURY USE ONLY:

Fee Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Insurance Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Request Approved:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	MORE INFO: _____

Signature: _____ Date: _____

EVENT INFO

Description of Event:

Raise your pint glass to the best summer has to offer! Experience craft brews made by the best in the area! Local breweries will be on site to offer samples of their delicious pours! Find your favorite then head to the on-site pub to purchase a full pint.

While enjoying the local provisions, soak in the sounds of the live entertainment! We are proud to present two amazing local bands (Organized Chaos and Jeffrey John Band) with very special guests Doug Wimbish [Living Colour, Mick Jagger, Jeff Beck] & Raghav Mehrotra [Sir Andrew Lloyd Webber's School of Rock, the Musical on Broadway]. Please feel free to bring your own lawn chairs or blankets and stay for the day. General Admission tickets will include a set number of sample tickets which can be exchanged at any brewery for FREE samples. Those wishing to not sample beer may purchase the DD ticket.

Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES ☒ NO ☐ NUMBER: 19T/ 19R

- You are responsible for proper collection and removal of all waste generated by your event.

Portable toilets: YES ☒ NO ☐ NUMBER: 65

- If yes, please show locations on attached site plan.

Tent: YES ☒ NO ☐ SIZE: 10x10, 9x20
OPEN SIDES ☒ ENCLOSED ☐

- Tents must be in compliance with State of Connecticut tent regulations. The Town of Simsbury's Building Official or Fire Marshal can advise on tent requirements.

Lighting and/or sound equipment: YES ☒ NO ☐

- If yes, please attach a list of the equipment you plan to use along with a stage plot with locations for the equipment.
- Lighting must meet the requirements of the Town of Simsbury Fire Marshal.

Does your event require electrical access? YES ☒ NO ☐

- If so, a plan for electrical access will need to be reviewed with the Town of Simsbury Building Official or Fire Marshal.

Will food be sold or given away at your event? YES ☒ NO ☐

- If food is to be served, whether prepared on- or off-site, you must obtain a Temporary Food Permit from the Farmington Valley Health District (www.fvhd.org).

Will alcohol be served at your event? YES ☒ NO ☐

Number of vendors: 8 for tasting, 1 pub Service start and end times: 12p - 3:30p

- If alcohol is to be served, you must obtain all pertinent State permits and abide by all Town and State laws and regulations. An additional list of policies applies if alcohol is to be served.

Will road closure(s) be necessary? YES ☐ NO ☒

- Details of proposed traffic circulation and closings must be presented to the Chief of Police prior to his signing of the PGP application. If State roads are proposed for closing, a permit from the CT DOT may be necessary.
- Notification of State DOT will need to be made at a minimum of 90 days, Town of Simsbury should be notified at the time of submittal.

PLANNING & ZONING DEPARTMENT
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3245

Alcohol

- Does your event require a Special Exception? YES ☐ NO ☐
- Has the Zoning Commission approved a S.E.? YES ☐ NO ☐
- Have you obtained a State of CT liquor license? YES ☐ NO ☐

Signage

- Will your event require temporary signs? YES ☐ NO ☐
 - No signage may be erected without written permission granted from the Zoning Enforcement Officer
- Has your organization secured permits for such? YES ☐ NO ☐

Attachments:

☒ **Site Map**

- The site plan/map of the proposed Public Gathering should be to-scale and show exactly:
 - ☒ Layout of the Event (tents, booths/vendors, rides, aisles, etc.)
 - ☐ Location of Lighting
 - ☐ Parking Layout

FARMINGTON VALLEY HEALTH DISTRICT
95 RIVER ROAD, CANTON, CT 06019

www.fvhd.org
860-352-2333

If food will be prepared or dispensed at your event, you must obtain a Temporary Food Permit from Farmington Valley Health District.

Has a Temporary Food Permit been secured? YES ☐ NO ☐

Will food trucks be present? YES ☐ NO ☐
Number of food trucks to be present 2 - 3

What type of fuel supply will be used for cooking? Propane ☐ Solid fuel ☐ Generator ☐ None ☐

**TBD once trucks confirmed

<http://www.fvhd.org/food-protection1.html>

BUILDING DEPARTMENT
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

Tent:

YES ☐ NO ☐ CAPACITY: 8 10x10, 1 9x20
OPEN SIDES ☐ ENCLOSED ☐
SQUARE FOOTAGE: vary

- Tents may require a Building Permit, depending on square footage, capacity, enclosure (or not), and if there will be heat and/or electrical. You should contact the Building Official to determine if a permit will be necessary.

Does your event require electrical access? YES ☐ NO ☐
• Will you be utilizing portable generators? YES ☐ NO ☐

FIRE MARSHAL

871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

Will attendance be 1,500 or more persons? YES ☐ NO ☒

- If 1,500 or more an incident command tent may be required and will need to be noted on the site map. Where required by AHJ, standby fire personnel shall be provided at the cost of the applicant

Will there be fireworks or special effects? YES ☐ NO ☒

Has a state permit been issued? YES ☐ NO ☒

When required by the AHJ, standby fire personnel shall be provided at the cost of the applicant.

Are staff aware and are fire or emergency evacuation procedures in place and documented?

YES ☒ NO ☐

DEPARTMENT OF PUBLIC WORKS (DPW)

66 TOWN FOREST ROAD, SIMSBURY, CT 06070

860-658-3222

Will barricades/signage be required:

- For the day of the event? YES ☐ NO ☒
- In advance? DATES: _____

Are DPW trucks required for use as barricades? YES ☐ NO ☒

To be determined by Simsbury Police, Other vehicles are not permitted as barricades.

QUANTITY: 0

- The fee schedule below is for one (1) Truck and one (1) staff member.
- All fees will begin when Public Works Trucks leave the DPW Campus.
- Each Truck will be filled with sand and operated by a single staff member.
- The number and positioning of the Trucks shall be determined by the Simsbury Police Department.
- The fees for using DPW trucks as barricades are as follows:
 - \$250 for first four (4) hours
 - \$50/ hour for each additional hour during regular hours
 - \$75/ hour for each additional hour on Federal holidays and Sundays

TOTAL FEE DUE: \$250 + (0 hours x \$50/\$75) = \$ 0

Fee is payable by check made out to the Town of Simsbury

Please note:

- No markings on the roadways or custom signage is allowed.
- Traffic cones shall not be provided by DPW.

POLICE DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival?

YES ☒ NO ☐

If yes, please list recent prior venues that have hosted this concert/festival:

First beer tasting event for SMPAC.

Will on-site private security be provided?

YES ☒ NO ☐

NUMBER: 3

Will on-site emergency medical services be provided?

YES ☐ NO ☒

NUMBER: _____

- Where will they be located? _____

SIMSBURY VOLUNTEER AMBULANCE ASSOCIATION

4 OLD MILL LANE, SIMSBURY, CT 06070

860-658-7213

Will there be any athletic competitions or other activity/activities that could increase the likelihood of injury or illness?

YES ☐ NO ☒

Will a commercial ambulance be provided?

YES ☐ NO ☒

If YES the Simsbury Volunteer Ambulance Association needs to be notified.

Will the attendance be equal to or greater than 5000?

YES ☐ NO ☒

NUMBER: 300-600

Attendance will be: 300-600

STAGGERED OVER COURSE OF EVENT ☐

AT A SPECIFIC TIME ☒ TIME: 1p - 4p

CULTURE, PARKS & RECREATION

100 OLD FARMS ROAD, SIMSBURY, CT 06070

860-658-3836

Are you serving food?

YES ☒ NO ☐

- If so, trash recycling barrels are required at Permittee's expense

Will you require any special field lining or set up?

YES ☐ NO ☒

Do you intend to use "staked" tents on athletic fields?

YES ☒ NO ☐

Will athletic field lighting be necessary?

YES ☐ NO ☒

Have you provided a parking plan on your site map? YES ☒ NO ☐

Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.

• ATTENDANCE: _____ / 50 = _____ PORTABLE TOILETS REQUIRED

See attached Event Summary: Portolets calculated per recommendation of United Site Services event analysis

Public Gathering Permit Required Declaration

I declare that the information provided on this application is true and correct to the best of my knowledge and belief. I understand that if the information I have provided is a misrepresentation of the actual event, or that the actual event digresses in a manner from the approved permit, that the permit will be revoked.

Applicant's Name (Printed): Missy DiNunno

Applicant's Signature: *Missy DiNunno*

Date Signed: 4-27-23

REQUIRED SIGN OFFS (in order required)

	<u>Received Date:</u>	<u>Received By:</u>	<u>Approved By:</u>	<u>Action Date:</u>
Culture Parks And Rec. Director				
Zoning Commission (As may be required by ZEO)				
Building Official				
Police Chief				
Dir of Public Works				
Dir of Health FVHD				
Fire Marshal				
Simsbury Volunteer Ambulance				
Zoning Enforcement Officer				
Board of Selectmen				

EVENT SUMMARY

BREWSTOCK featuring WimBash Sound System with Doug Wimbish & Raghav Mehrotra with special guests Organized Chaos and Jeffrey John Band

Saturday, August 5, 2023

Public Gathering Permit Application Submitted: 4-27-23

CONTACT INFORMATION:

Organization	Simsbury Meadows Performing Arts Center www.simsburymeadowsmusic.com
Event Contact	Sarah Oberg
SMPAC Contact	Sarah Oberg, Programs Manager
	Office: 860-651-4052 Cell: 860-798-1390 Email: sarah@simsburymeadowsmusic.com

TIMELINE:

Saturday, August 5, 2023		
8a – 12p	Setup	Stage
12:00p	Gates open	Field
1:00p – 4p	Brewstock	Stage/Field
4p – 8p	Load-out/Breakdown	Field/Stage

EVENT DETAILS:

Description

Raise your pint glass to the best summer has to offer! Experience craft brews made by the best in the area! Local breweries will be on site to offer samples of their delicious pours! Find your favorite then head to the on-site pub to purchase a full pint.

While enjoying the local provisions, soak in the sounds of the live entertainment! We are proud to present two amazing local bands (Organized Chaos and Jeffrey John Band) with very special guests Doug Wimbish [Living Colour, Mick Jagger, Jeff Beck] & Raghav Mehrotra [Sir Andrew Lloyd Webber's School of Rock, the Musical on Broadway]. Please feel free to bring your own lawn chairs or blankets and stay for the day. General Admission tickets will include a set number of sample tickets which can be exchanged at any brewery for FREE samples. Those wishing to not sample beer may purchase the DD ticket.

Ticketing Information

In Advance

\$35 tasting ticket \$25 DD (designated driver), Kids 12 and under \$10

Day Of

\$40 tasting ticket \$30 DD (designated driver), Kids 12 and under \$10

Ticketing Information**POINT OF SALE****Online**<https://www.eventbrite.com/e/brewstock-tickets-554529642087>**Parking**

Advanced Preparation	Lining lot C/D
Management	SMPAC volunteers
On-site Parking Fee	N/A

Expected Attendance

300 - 600

Stage Requirements

Lights	N/A
Sound	Ace Audio
Setup	Coordinated w/ artists by Sarah Oberg

Vendor Information

Merchandise Sales Vendors	Potential performer merch
Food Vendors	2 - 3 (families may also bring their own picnic)
Services/Activities	Moonlight Pub open for beverage service/sales along birch trees inside wall (9x20 tent)

Public**Restrooms**

Coordinated by	SMPAC
Units	Standard - 48 Sinks - 12 Accessible - 5 TOTAL - 65

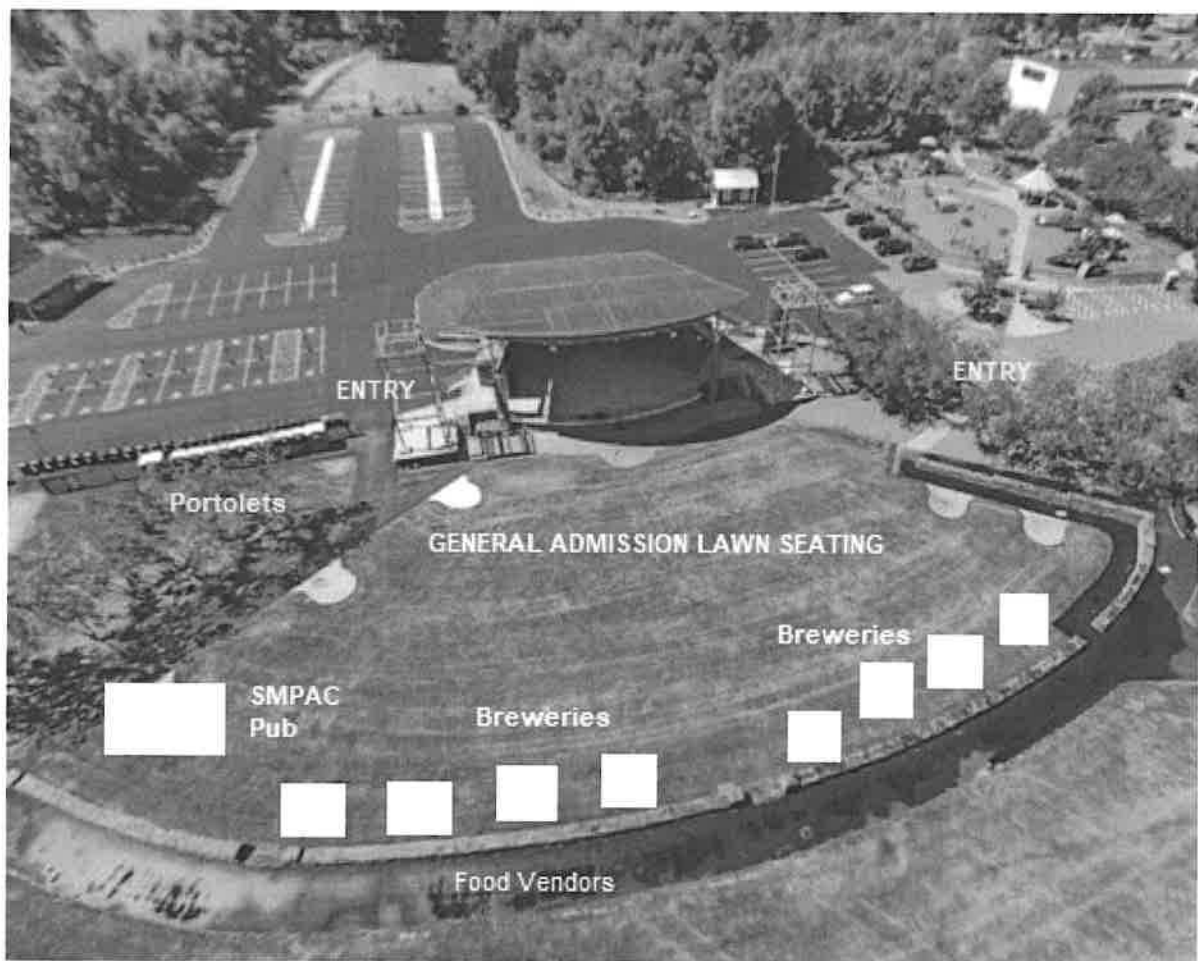
Location	# units	Type	location	placement notes
	8	DXR	Southeast entrance	
	33	DXR	Rear field	Split east and west
	2	ADA	Southeast entrance	
	3	ADA	Rear field	1 west and 2 east
	12	SS	Southeast entrance and Rear Field	3 Southeast entrance, 4 west, 5 east

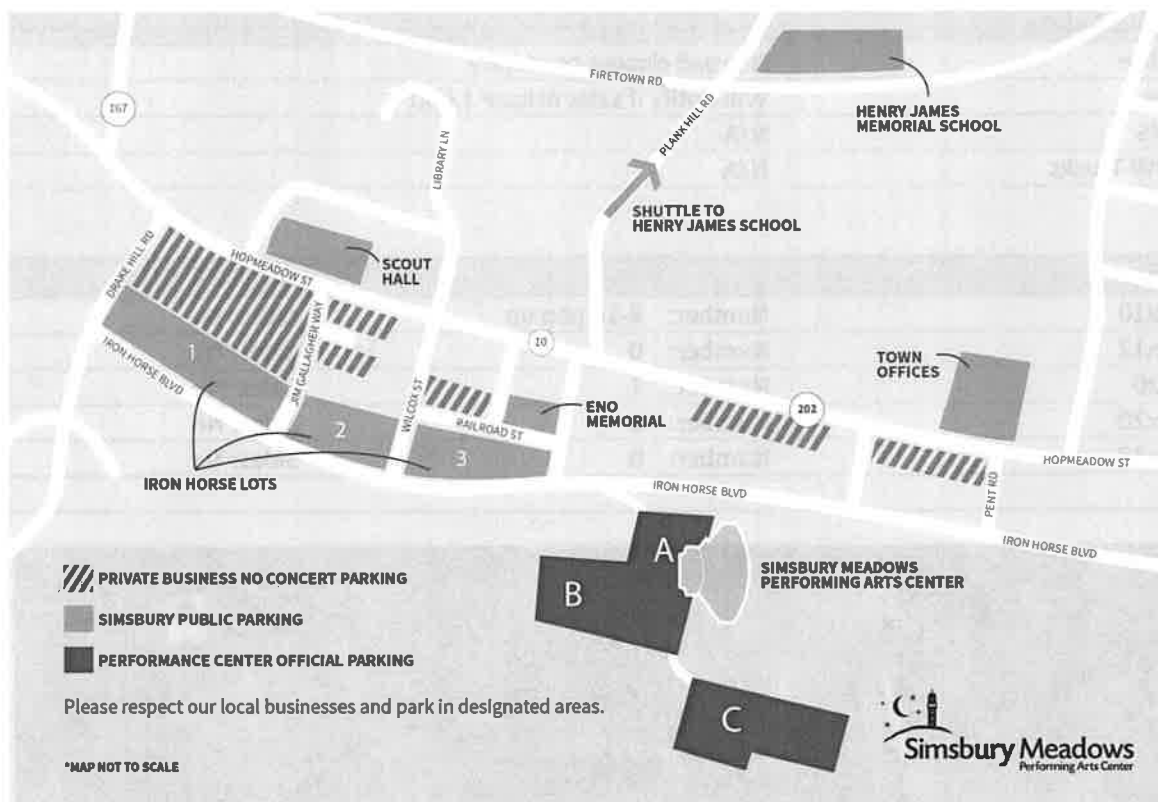
Security

Stage Security (USA)	N/A
Field Security (USA)	1 supervisor, 2 guards to work front of stage
Overnight Security	N/A
Security Notes	N/A

Public Safety	
Police	No road closure necessary
Fire	Will notify if sales eclipse 1,000
EMS	N/A
DPW Trucks	N/A

Tents		
10x10	Number: 8-10 pop up	Sides: No
12x12	Number: 0	Sides: No
9x20	Number: 1	Sides: No
20x20	Number: 0	Sides: No
30x30	Number: 0	Sides: No





***No parking shuttle*



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kerr Agency, Inc. 736 Hopmeadow Street P.O.Box 516 Simsbury CT 06070		CONTACT NAME: Elizabeth Bianca PHONE (A/C, No, Ext): (860) 651-3325 E-MAIL ADDRESS: ebianca@kerrinsurance.com FAX (A/C, No): (860) 760-6988	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Philadelphia Insurance Cos	
		INSURER B: Amguard Ins.Co.	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** Master 23-24 **REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			PHPK2379900	04/01/2023	04/01/2024	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					GENERAL AGGREGATE \$ 2,000,000	
							PRODUCTS - COMPI/OP AGG \$ 2,000,000
							Liquor Liability \$ 1,000,000
							COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB803367	04/01/2023	04/01/2024	EACH OCCURRENCE \$ 1,000,000
			AGGREGATE \$ 1,000,000				
							\$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			R2WC496001	01/15/2023	01/15/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
			E.L. EACH ACCIDENT \$ 100,000				
			E.L. DISEASE - EA EMPLOYEE \$ 100,000				
			E.L. DISEASE - POLICY LIMIT \$ 500,000				
A	Special Form,80%,RC			PHPK2379900	04/01/2023	04/01/2024	Business Property Deductible \$90,000 \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Simsbury is listed as additional insured as required by written contract.

CERTIFICATE HOLDER

Town of Simsbury 933 Hopmeadow Street Simsbury CT 06070	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

© 1988-2015 ACORD CORPORATION. All rights reserved.

REQUIRED SIGN OFFS (in order required)

	<u>Received Date:</u>	<u>Received By:</u>	<u>Approved By:</u>	<u>Action Date:</u>
Culture Parks And Rec. Director			T. Tyburski	5-4-23
Zoning Commission (As may be required by ZEO)			NA	
Building Official	5/8	WLS NO PERMIT IF 12' 0" SEPARATION OF PLOT	WLS	5/8/23
Police Chief			G. Samodoli	5-5-23
Dir of Public Works			T. Ray	5-4-23
Dir of Health FVHD			J. Brown	5-4-23
Fire Marshal			P. Tarnite	5/15/23
Simsbury Volunteer Ambulance			K. Stewart	5-4-23
Zoning Enforcement Officer			LG	5/15/23
Board of Selectmen				

Barkowski Laura

From: Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>
Sent: Monday, May 15, 2023 9:48 AM
To: Barkowski Laura
Subject: RE: PGP Brewstock

Approved Fire Marshal's Office. (Brewstock)

Patrick Tourville, CFI-I
Fire Marshal
Simsbury Fire District
871 Hopmeadow Street
Simsbury, CT 06070
(P) 860-658-1973
(C) 860-818-0479

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Monday, May 15, 2023 9:44 AM
To: Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>
Subject: PGP Brewstock

Good Morning,

I know we discussed this PGP application. Would you please respond so I that I can paper the file with an approval.

Thanks!

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Barkowski Laura

From: Karin Stewart <kstewart@simsburyems.com>
Sent: Thursday, May 4, 2023 4:24 PM
To: Missy DiNunno
Cc: Boulter Nicholas (SPD); Patrick T. Tourville, CFI I; Tyburski Tom; Tom Roy; Barkowski Laura; James Baldis; Samselski Gregory; Jason Brown
Subject: Re: Brewstock PGP

Approved SVAA

Karin

On Thu, Apr 27, 2023 at 1:45 PM Missy DiNunno <missy@simsburymeadowsmusic.com> wrote:
Good afternoon,

Brewstock PGP attached for your review and approval.

The tasting component technically would make this a new event for us even though we've hosted Organized Chaos multiple times before, so my assumption is that it will need to go to BOS for final approval.

Many thanks!
Missy

--
Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070
Office 860-651-4052
www.simsburymeadowsmusic.com



Virus-free. www.avg.com

--
Karin Stewart, Executive Director
Chief of Service
Simsbury Volunteer Ambulance Association

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are

Barkowski Laura

From: Jason Brown <jbrown@fvhd.org>
Sent: Thursday, May 4, 2023 3:19 PM
To: Barkowski Laura; Boulter Nicholas (SPD); Samselski Gregory;
'PTourville@simsburyfd.org'; Tyburski Tom; Karin Stewart; Tom Roy;
JBaldis@simsburyfd.org
Subject: RE: Brewstock PGP

Approved.

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, May 4, 2023 1:21 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>;
'PTourville@simsburyfd.org' <PTourville@simsburyfd.org>; Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart
<kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; JBaldis@simsburyfd.org; Jason Brown
<jbrown@fvhd.org>
Subject: Brewstock PGP

Please see the attached PGP application for review.

Thanks!

Laura

From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Thursday, April 27, 2023 1:45 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>;
Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; Barkowski Laura <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; Samselski Gregory
<gsamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Brewstock PGP

Good afternoon,

Brewstock PGP attached for your review and approval.

The tasting component technically would make this a new event for us even though we've hosted Organized Chaos multiple times before, so my assumption is that it will need to go to BOS for final approval.

Many thanks!

Missy

--
Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245

Barkowski Laura

From: Tyburski Tom
Sent: Thursday, May 4, 2023 1:27 PM
To: Barkowski Laura
Cc: Missy DiNunno
Subject: RE: Brewstock PGP

Good afternoon Laura, approved on behalf of Parks and Rec.

Have a nice afternoon,

Tom

Thomas Tyburski
Director
Simsbury Culture, Parks and Recreation
www.SimsburyRec.com
860-408-4682

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, May 4, 2023 1:21 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; 'PTourville@simsburyfd.org' <PTourville@simsburyfd.org>; Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; JBaldis@simsburyfd.org; 'jbrown@fvhd.org' <jbrown@fvhd.org>
Subject: Brewstock PGP

Please see the attached PGP application for review.

Thanks!

Laura

From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Thursday, April 27, 2023 1:45 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>; Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; Barkowski Laura <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Brewstock PGP

Good afternoon,

Brewstock PGP attached for your review and approval.

The tasting component technically would make this a new event for us even though we've hosted Organized Chaos multiple times before, so my assumption is that it will need to go to BOS for final approval.

Many thanks!

Missy

Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070
Office 860-651-4052
www.simsburymeadowsmusic.com



Virus-free www.avg.com

Barkowski Laura

From: Tom Roy
Sent: Thursday, May 4, 2023 1:36 PM
To: Barkowski Laura
Subject: RE: Brewstock PGP

Approved – Public Works

Thomas J. Roy, P.E.
Director / Town Engineer
Department of Public Works
Town of Simsbury
66 Town Forest Road
West Simsbury, CT 06092
(o) 860.658.3222

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Thursday, May 4, 2023 1:21 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; 'PTourville@simsburyfd.org' <PTourville@simsburyfd.org>; Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; JBaldis@simsburyfd.org; 'jbrown@fvhd.org' <jbrown@fvhd.org>
Subject: Brewstock PGP

Please see the attached PGP application for review.

Thanks!

Laura

From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Thursday, April 27, 2023 1:45 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>; Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; Barkowski Laura <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Brewstock PGP

Good afternoon,

Brewstock PGP attached for your review and approval.

The tasting component technically would make this a new event for us even though we've hosted Organized Chaos multiple times before, so my assumption is that it will need to go to BOS for final approval.

Many thanks!
Missy

Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070
Office 860-651-4052
www.simsburymeadowsmusic.com



Virus-free www.avg.com



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Public Gathering Permit – Juneteenth Celebration
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager; George McGregor, Director of Planning and Community Development; Laura Barkowski, Code Compliance Officer
Nicholas Boulter
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:

Move, effective May 22, 2023, to approve the public gathering application for the Juneteenth Celebration 2023 and to authorize the issuance of the public gathering permit for the event.
5. **Summary of Submission:**
The Public Gathering Committee has approved the application for the 2023 Juneteenth Celebration event taking place at the Simsbury Meadows Performing Arts Center. The event will be held on June 17, 2023.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
a) Application, Map and Summary of Event



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

PUBLIC GATHERING PERMIT APPLICATION

A Public Gathering Permit (PGP) is required when a proposal is made for a gathering of a number of people on Town property which may cause questions or raise concerns regarding traffic circulation and access issues involving local or state roadways, public safety, or issues regarding a required Special Exception permit from the Zoning Commission. *This application does not apply to block parties, please refer to Simsbury Police Department.

Application should be completed in full, **including original signatures**, before submitting to the Zoning Enforcement Officer at the Simsbury Town Offices, Planning & Zoning Department, 933 Hopmeadow Street, Simsbury, Connecticut 06070. ****Please include 6 copies of your completed application IN ADDITION TO the original when you submit it.** The Board of Selectmen has the final authority to approve or deny public gathering permit applications. The Town reserves the right to cancel an event that does not obtain complete approval, as specified herein.

Applications must be received in office at least 6 WEEKS prior to the date of the proposed event.

Organization's Name: Simsbury Performing Arts Center, Inc.

Applicant's Name: Missy DiNunno

Mailing Address: 22 Iron Horse Blvd (PO Box 245) Simsbury, CT 06070

Phone: 860-651-4052 Email: missy@simsburymeadowsmusic.com

Event Location: SMPAC - 22 Iron Horse Blvd Simsbury, CT

Exact Date(s) of proposed Public Gathering: (MUST include all required "set up" and "tear down" time, as well as the actual dates of the Public Gathering.)

Exact Time(s)/Date Begin: Saturday, June 17, 2023 (8a - load-in)

End: Saturday, June 17, 2023 (7p - load-out concludes)

Number of people expected to be present for the event (incl. staff, volunteers, attendees): 150-300

- The Town of Simsbury reserves the right to limit the number of attendees. The maximum number of permitted attendees will be determined after consultation with the Town of Simsbury.*

A CERTIFICATE OF INSURANCE MADE OUT TO THE APPLICANT AND TOWN OF SIMSBURY, EVIDENCING COVERAGE OF \$1,000,000 IN FORCE FOR THE DURATION OF THE EVENT, MUST BE SUBMITTED WITH THIS APPLICATION. THIS CERTIFICATE OF INSURANCE MUST INCLUDE A HOLD HARMLESS AGREEMENT FOR THE TOWN.

**Simsbury Police – 860-658-3100 933 Hopmeadow Street.*

*** Number of copies may vary, please check with the Simsbury Zoning Enforcement Officer.*

TOWN OF SIMSBURY USE ONLY:

Fee Received: YES ☐ NO ☐ N/A ☐
Insurance Received: YES ☐ NO ☐ N/A ☐
Request Approved: YES ☐ NO ☐ MORE INFO: _____

Signature: _____ Date: _____

EVENT INFO

Description of Event:

Hosted by SMPAC, Town of Simsbury, Avon, Canton, and Farmington, Juneteenth Celebration 2023 is a free community event featuring performances by Nekita Waller, Damian Curtis Afro Cuban Jazz Project, Magic Soul Academy, and FriendZWorldMusic. Guests may bring their own picnic lunch and join friends and community members at "The Longest Table" to foster connections, ideas, and relationships. The engagement tent on site will offer one-on-one experiences with the artists! Celebrate culture, diversity, equity and inclusion!

Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES ☒ NO ☐ NUMBER: 19T/ 19R

- You are responsible for proper collection and removal of all waste generated by your event.

Portable toilets: YES ☒ NO ☐ NUMBER: 65

- If yes, please show locations on attached site plan.

Tent: YES ☒ NO ☐ SIZE: 4 10x10 1 20x20
OPEN SIDES ☒ ENCLOSED ☐

- Tents must be in compliance with State of Connecticut tent regulations. The Town of Simsbury's Building Official or Fire Marshal can advise on tent requirements.

Lighting and/or sound equipment: YES ☒ NO ☐

- If yes, please attach a list of the equipment you plan to use along with a stage plot with locations for the equipment.
- Lighting must meet the requirements of the Town of Simsbury Fire Marshal.

Does your event require electrical access? YES ☒ NO ☐

- If so, a plan for electrical access will need to be reviewed with the Town of Simsbury Building Official or Fire Marshal.

Will food be sold or given away at your event? YES ☒ NO ☐

- If food is to be served, whether prepared on- or off-site, you must obtain a Temporary Food Permit from the Farmington Valley Health District (www.fvhd.org). TBD - guests invited to bring their own picnic, but may have 1-2 food trucks on site

Will alcohol be served at your event? YES ☐ NO ☒

Number of vendors: _____ Service start and end times: _____

- If alcohol is to be served, you must obtain all pertinent State permits and abide by all Town and State laws and regulations. An additional list of policies applies if alcohol is to be served.

Will road closure(s) be necessary? YES ☐ NO ☒

- Details of proposed traffic circulation and closings must be presented to the Chief of Police prior to his signing of the PGP application. If State roads are proposed for closing, a permit from the CT DOT may be necessary.
- Notification of State DOT will need to be made at a minimum of 90 days, Town of Simsbury should be notified at the time of submittal.

PLANNING & ZONING DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3245

Alcohol

- Does your event require a Special Exception? YES ☐ NO ☒
- Has the Zoning Commission approved a S.E.? YES ☒ NO ☐
- Have you obtained a State of CT liquor license? YES ☒ NO ☐

Signage

- Will your event require temporary signs? YES ☒ NO ☐
 - No signage may be erected without written permission granted from the Zoning Enforcement Officer
- Has your organization secured permits for such? YES ☐ NO ☒ DEI council to manage banner and sign permitting

Attachments:☒ **Site Map**

- The site plan/map of the proposed Public Gathering should be to-scale and show exactly:
 - ☒ Layout of the Event (tents, booths/vendors, rides, aisles, etc.)
 - ☐ Location of Lighting
 - ☒ Parking Layout

FARMINGTON VALLEY HEALTH DISTRICT

95 RIVER ROAD, CANTON, CT 06019

www.fvhd.org

860-352-2333

If food will be prepared or dispensed at your event, you must obtain a Temporary Food Permit from Farmington Valley Health District.

Has a Temporary Food Permit been secured? YES ☐ NO ☒Will food trucks be present? YES ☒ NO ☐ TBD - 1-2 possible
Number of food trucks to be present _____What type of fuel supply will be used for cooking? Propane ☐ Solid fuel ☐ Generator ☐ None ☐ TBD<http://www.fvhd.org/food-protection1.html>**BUILDING DEPARTMENT**

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

Tent:YES ☒ NO ☐ CAPACITY: see attached
OPEN SIDES ☒ ENCLOSED ☐
SQUARE FOOTAGE: _____

- Tents may require a Building Permit, depending on square footage, capacity, enclosure (or not), and if there will be heat and/or electrical. You should contact the Building Official to determine if a permit will be necessary.

Does your event require electrical access? YES ☒ NO ☐

- Will you be utilizing portable generators? YES ☐ NO ☒

FIRE MARSHAL

871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

Will attendance be 1,500 or more persons? YES ☐ NO ☒

- If 1,500 or more an incident command tent may be required and will need to be noted on the site map. Where required by AHJ, standby fire personnel shall be provided at the cost of the applicant

Will there be fireworks or special effects? YES ☐ NO ☒

Has a state permit been issued? YES ☐ NO ☒

When required by the AHJ, standby fire personnel shall be provided at the cost of the applicant.

Are staff aware and are fire or emergency evacuation procedures in place and documented?

YES ☒ NO ☐

DEPARTMENT OF PUBLIC WORKS (DPW)

66 TOWN FOREST ROAD, SIMSBURY, CT 06070

860-658-3222

Will barricades/signage be required:

- For the day of the event? YES ☐ NO ☒
- In advance? DATES: _____

Are DPW trucks required for use as barricades? YES ☐ NO ☒

To be determined by Simsbury Police, Other vehicles are not permitted as barricades.

QUANTITY: 0

- The fee schedule below is for one (1) Truck and one (1) staff member.
- All fees will begin when Public Works Trucks leave the DPW Campus.
- Each Truck will be filled with sand and operated by a single staff member.
- The number and positioning of the Trucks shall be determined by the Simsbury Police Department.
- The fees for using DPW trucks as barricades are as follows:
 - \$250 for first four (4) hours
 - \$50/ hour for each additional hour during regular hours
 - \$75/ hour for each additional hour on Federal holidays and Sundays

TOTAL FEE DUE: \$250 + (_____ hours x \$50/\$75) = \$ 0

Fee is payable by check made out to the Town of Simsbury

Please note:

- No markings on the roadways or custom signage is allowed.
- Traffic cones shall not be provided by DPW.

POLICE DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival? YES ☐ NO ☒

If yes, please list recent prior venues that have hosted this concert/festival:

Will on-site private security be provided? YES ☒ NO ☐ NUMBER: 3

Will on-site emergency medical services be provided? YES ☐ NO ☒ NUMBER:

- Where will they be located? 2 security front of stage and one roaming
-

SIMSBURY VOLUNTEER AMBULANCE ASSOCIATION

4 OLD MILL LANE, SIMSBURY, CT 06070

860-658-7213

Will there be any athletic competitions or other activity/activities that could increase the likelihood of injury or illness? YES ☐ NO ☒

Will a commercial ambulance be provided? YES ☐ NO ☒

If YES the Simsbury Volunteer Ambulance Association needs to be notified.

Will the attendance be equal to or greater than 5000? YES ☐ NO ☒ NUMBER: 150-300

Attendance will be: 150-300

STAGGERED OVER COURSE OF EVENT ☐ AT A SPECIFIC TIME ☒ TIME: 12p - 4p

CULTURE, PARKS & RECREATION

100 OLD FARMS ROAD, SIMSBURY, CT 06070

860-658-3836

Are you serving food? YES ☒ NO ☐ Only if food truck confirms

- If so, trash recycling barrels are required at Permittee's expense

Will you require any special field lining or set up? YES ☐ NO ☒

Do you intend to use "staked" tents on athletic fields? YES ☒ NO ☐

Will athletic field lighting be necessary? YES ☐ NO ☒

Have you provided a parking plan on your site map? YES ☒ NO ☐

Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.

• ATTENDANCE: 150-300 / 50 = PORTABLE TOILETS REQUIRED

See attached Event Summary: Portolets calculated per recommendation of United Site Services event analysis

Public Gathering Permit Required Declaration

I declare that the information provided on this application is true and correct to the best of my knowledge and belief. I understand that if the information I have provided is a misrepresentation of the actual event, or that the actual event digresses in a manner from the approved permit, that the permit will be revoked.

Applicant's Name (Printed): Missy DiNunno

Applicant's Signature: *Missy DiNunno*

Date Signed: 4-24-23

REQUIRED SIGN OFFS (in order required)

	<u>Received Date:</u>	<u>Received By:</u>	<u>Approved By:</u>	<u>Action Date:</u>
Culture Parks And Rec. Director				
Zoning Commission (As may be required by ZEO)				
Building Official				
Police Chief				
Dir of Public Works				
Dir of Health FVHD				
Fire Marshal				
Simsbury Volunteer Ambulance				
Zoning Enforcement Officer				
Board of Selectmen				

EVENT SUMMARY

Juneteenth Celebration (hosted by Simsbury, Avon, Canton & Farmington)

Saturday, June 17, 2023

Public Gathering Permit Application Submitted: 4-24-23

CONTACT INFORMATION:

Organization	Simsbury Meadows Performing Arts Center Event website: www.simsburymeadows.org
SMPAC Contact	Sarah Oberg, Programs Manager Office: 860-651-4052 Cell: 860-798-1390 Email: sarah@simsburymeadowsmusic.com

TIMELINE:

Saturday, June 17, 2023		
8a – 11a	Load-in & setup	Stage/Field
11a	Gates opens	Field
12:00p – 4:00p	Juneteenth Celebration	Stage/Field
4p – 7p	Break down	Stage/Field

EVENT DETAILS:

Description
A free community event featuring performances by Nekita Waller, Damian Curtis Afro Cuban Jazz Project, Magic Soul Academy, and FriendZWorldMusic. Guests may bring their own picnic lunch and join friends and community members at “The Longest Table” to foster connections, ideas, and relationships. The engagement tent on site will offer one-on-one experiences with the artists! Celebrate culture, diversity, equity and inclusion!

Ticketing Information	
Free event	No ticket required

Parking	
Advanced Preparation	N/A
Management	N/A
On-site Parking Fee	N/A

Expected Attendance	
Total Attendance Expected	150 - 300

Stage/Event Requirements	
Lights	N/A
Sound	Provided by Ace Audio
Setup	Per Artist requirements and Ace

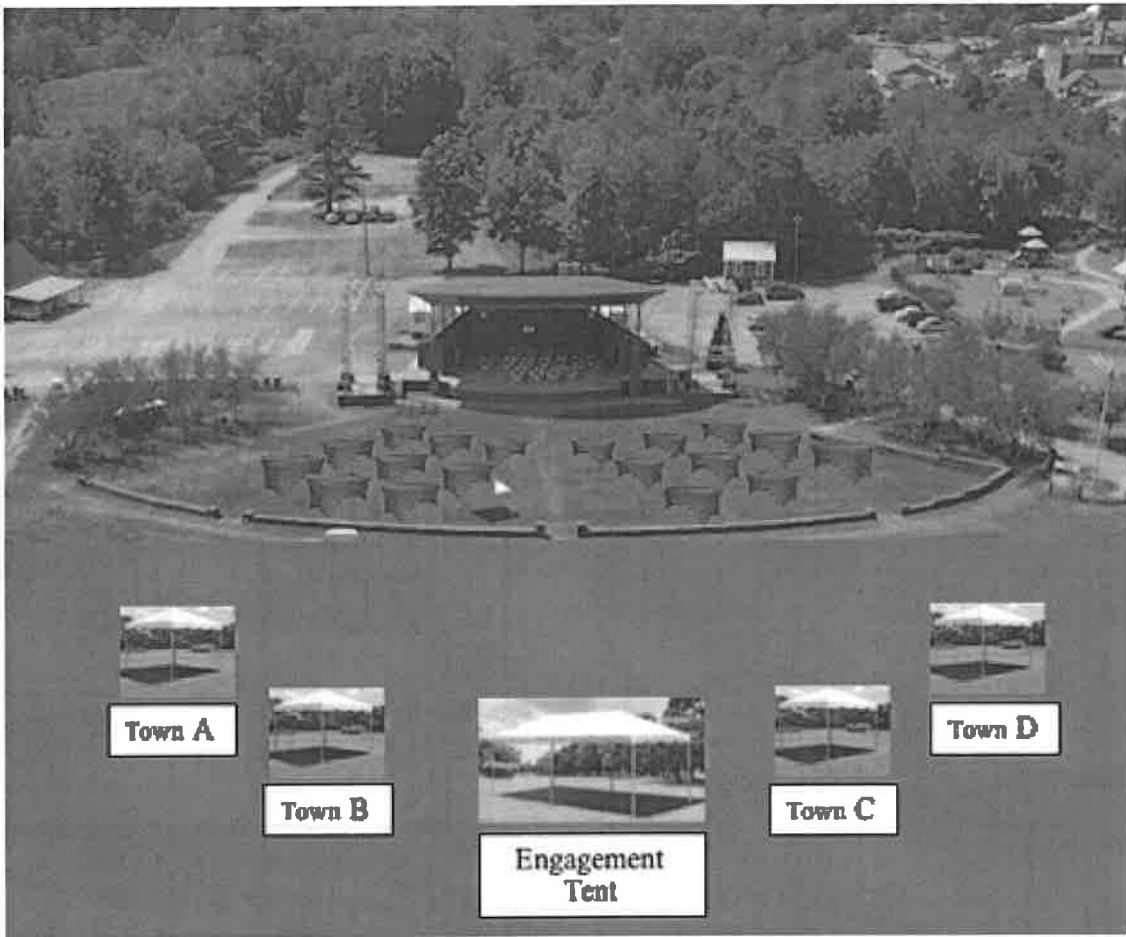
Vendor Information	
Merchandise Sales Vendors	N/A
Food Vendors	TBD
Services/Other Activities	Town vendor booths and community table

Public Restrooms				
Coordinate d by	SMPAC			
Units	Standard – 48 Sinks - 12 Accessible - 5 TOTAL – 65			
Location	# units	Type	location	placement notes
	8	DXR	Southeast entrance	
	33	DXR	Rear field	Split east and west
	2	ADA	Southeast entrance	
	3	ADA	Rear field	1 west and 2 east
	12	SS	Southeast entrance and Rear Field	3 Southeast entrance, 4 west, 5 east

Security	
Stage Security	N/A
Field Security	1 supervisor and 3 guards
Overnight Security	N/A

Public Safety	
Police	N/A
Fire	N/A
EMS	N/A

Tents		
10x10	Number: 4	Sides: No
20x20	Number: 1	Sides: No
30x30	Number: 0	Sides: No
20x40	Number: 0	Sides: No



RUBBER SIGN BASE BY
HY PARKING SIGN OR
APPROVED EQUAL (TYP.)

****Additional
Parking in
Lot C & D****

**ACCESSIBLE
37
Spots**

**LOT B
70 spots**

**LOT A
25
Spots**

**LOT A
11 spots**

ACCESSIBLE SPACES
PASSENGER LOADING ZONE
VAN ACCESSIBLE SPACES

FUTURE PROPOSED
RESTROOM PAVILION

EXISTING TRAILER
DROP-OFF LOCATION

PROPOSED FUTURE
BUILDING EXPANSION
PROPOSED 5' CONCRETE SIDEWALK

BIKE RACK (4)
6'X14' CONCRETE PAD

PAINTED
ISLANDS
(TYP.)

BIKE RACK (2)
6'X14' CONCRETE PAD

PROPOSED VEGETATED WATER QUALITY BASIN

RELOCATE EXISTING LIGHT POLE
182 FT. - 5 FT. WIDE AND
PERMEABLE PAVERS LAYERS
GRAVEL SHOULDER
(TYP.)

WATER QUALITY BASIN SIDE
SLOPES TO BE SEEDDED WITH
NEW ENGLAND
CONSERVATION/WILDLIFE
SEED MIX (TYP.)
WATER QUALITY BASIN
BOTTOM TO BE SEEDDED WITH
NEW ENGLAND WETMIX (TYP.)

PROPOSED TIMBER GUIDE
RAIL (TYP.)

PROPOSED TIMBER GUIDE
RAIL (TYP.)

RELOCATE EXISTING LIGHT
POLE AND CONDUIT

PROPOSED VEGETATED WATER QUALITY BASIN

TREE TO BE REMOVED
RELOCATE EXISTING
ELECTRICAL STRUCTURES
AND LIGHT POLE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kerr Agency, Inc. 736 Hopmeadow Street P.O.Box 516 Simsbury CT 06070		CONTACT NAME: Elizabeth Bianca PHONE (A/C, No, Ext): (860) 651-3325 E-MAIL ADDRESS: ebianca@kerrinsurance.com FAX (A/C, No): (860) 760-6988	
INSURED Simsbury Performing Arts Center, Inc. PO Box 245 Simsbury CT 06070-0033		INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Insurance Cos INSURER B: Amguard Ins.Co. INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: Master 23-24

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			PHPK2379900	04/01/2023	04/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liability \$ 1,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB803367	04/01/2023	04/01/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A	R2WC496001	01/15/2023	01/15/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Special Form,80%,RC			PHPK2379900	04/01/2023	04/01/2024	Business Property \$90,000 Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Simsbury is listed as additional insured as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

New
BOS

REQUIRED SIGN OFFS (in order required)

	<u>Received Date:</u>	<u>Received By:</u>	<u>Approved By:</u>	<u>Action Date:</u>
Culture Parks And Rec. Director			T Tyackii	4/24/23
Zoning Commission (As may be required by ZEO)				
Building Official	5/8/23	He	He	5/8/23
Police Chief			A Samseletti	4/25/23
Dir of Public Works			Tray	5/14/23
Dir of Health FVHD			J Brown	4/25/23
Fire Marshal			P Torville	4/25/23
Simsbury Volunteer Ambulance			K Stewart	5/10/23
Zoning Enforcement Officer			Yeg	5/16/23
Board of Selectmen				

Barkowski Laura

From: Karin Stewart <kstewart@simsburyems.com>
Sent: Wednesday, May 10, 2023 11:28 AM
To: Missy DiNunno
Cc: Boulter Nicholas (SPD); Patrick T. Tourville, CFI I; Tyburski Tom; Tom Roy; Barkowski Laura; James Baldis; Samselski Gregory; Jason Brown
Subject: Re: Juneteenth and Little River Band PGPs

Approved SVAA

Karin Stewart

On Mon, Apr 24, 2023 at 3:24 PM Missy DiNunno <missy@simsburymeadowsmusic.com> wrote:

Good afternoon,

Two more permits attached. Just giving fair warning that this will be the week of many permit applications as I play catch up! Both of these would be considered new, so would need BOS approval after this committee's sign off.

Thanks,
Missy

--
Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070
Office 860-651-4052
www.simsburymeadowsmusic.com



Virus-free www.avq.com

--
Karin Stewart, Executive Director
Chief of Service
Simsbury Volunteer Ambulance Association

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, or an employee or agent responsible for delivering the message to the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message, including any attachments.

Barkowski Laura

From: Samselski, Gregory <GSamselski@pd.simsbury-ct.gov>
Sent: Tuesday, April 25, 2023 9:00 AM
To: Barkowski Laura
Subject: RE: Permits

Laura,
PD approves the Juneteenth and Little River Band PGP's.

*Lt. Gregory Samselski #103
Investigations Commander / Simsbury Police Department
933 Hopmeadow Street
Simsbury, CT 06070
Main: (860) 658-3100 Ext. 3106
Fax: (860) 658-3103*

From: Barkowski Laura <lbarkowski@simsbury-ct.gov>
Sent: Monday, April 24, 2023 4:48 PM
To: Boulter, Nicholas <NBoulter@pd.simsbury-ct.gov>
Cc: Samselski, Gregory <GSamselski@pd.simsbury-ct.gov>
Subject: RE: Permits

FYI

From: Barkowski Laura
Sent: Monday, April 24, 2023 4:43 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>
Subject: Permits

Please review.

Laura Barkowski, CZEO
Code Compliance Officer
Town of Simsbury, Planning & Land Use Department
933 Hopmeadow Street • Simsbury, CT 06070
lbarkowski@simsbury-ct.gov • 860.658.3228 (p) • 860.658.3206 (f)



Barkowski Laura

From: Jason Brown <jbrown@fvhd.org>
Sent: Tuesday, April 25, 2023 8:30 AM
To: Missy DiNunno; Boulter Nicholas (SPD); Patrick T. Tourville, CFI I; Tyburski Tom; Karin Stewart; Tom Roy; Barkowski Laura; James Baldis; Samselski Gregory
Subject: RE: Juneteenth and Little River Band PGPs

approved

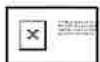
From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Monday, April 24, 2023 3:24 PM
To: Boulter, Nicholas <NBoulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>; Tom Tyburski <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Roy Thomas <troy@simsbury-ct.gov>; Laura Barkowski <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; Samselski, Gregory <GSamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Juneteenth and Little River Band PGPs

Good afternoon,

Two more permits attached. Just giving fair warning that this will be the week of many permit applications as I play catch up! Both of these would be considered new, so would need BOS approval after this committee's sign off.

Thanks,
Missy

Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070
Office 860-651-4052
www.simsburymeadowsmusic.com



Virus-free www.avg.com

Barkowski Laura

From: Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>
Sent: Tuesday, April 25, 2023 7:55 AM
To: Missy DiNunno
Cc: Boulter Nicholas (SPD); Samselski Gregory; Tom Roy; Barkowski Laura; Tyburski Tom
Subject: RE: Juneteenth and Little River Band PGPs
Attachments: FM_Approved_PGP_Little River Band_6_22_2023.pdf; FM_Approved_PGP_Juneteenth_6_17_23.pdf

Juneteenth approved Fire Marshal's Office.

Little River Band shall require a full incident command post, a pre meeting should be held to discuss concerns. Approved Fire Marshal's Office with conditions.

Patrick Tourville, CFI-I
Fire Marshal
Simsbury Fire District
871 Hopmeadow Street
Simsbury, CT 06070
(P) 860-658-1973
(C) 860-818-0479

From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Monday, April 24, 2023 3:24 PM
To: nboulter <nboulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>; Tom Tyburski <ttyburski@simsbury-ct.gov>; kstewart <kstewart@simsburyems.com>; troy@simsbury-ct.gov; Laura Barkowski <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; gsamselski <gsamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Juneteenth and Little River Band PGPs

Good afternoon,

Two more permits attached. Just giving fair warning that this will be the week of many permit applications as I play catch up! Both of these would be considered new, so would need BOS approval after this committee's sign off.

Thanks,
Missy

--

Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070

Office 860-651-4052

www.simsburymeadowsmusic.com



Virus-free www.avg.com

Barkowski Laura

From: Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>
Sent: Tuesday, April 25, 2023 7:55 AM
To: Missy DiNunno
Cc: Boulter Nicholas (SPD); Samselski Gregory; Tom Roy; Barkowski Laura; Tyburski Tom
Subject: RE: Juneteenth and Little River Band PGPs
Attachments: FM_Approved_PGP_Little River Band_6_22_2023.pdf; FM_Approved_PGP_Juneteenth_6_17_23.pdf

Juneteenth approved Fire Marshal's Office.

Little River Band shall require a full incident command post, a pre meeting should be held to discuss concerns. Approved Fire Marshal's Office with conditions.

Patrick Tourville, CFI-I
Fire Marshal
Simsbury Fire District
871 Hopmeadow Street
Simsbury, CT 06070
(P) 860-658-1973
(C) 860-818-0479

From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Monday, April 24, 2023 3:24 PM
To: nboulter <nboulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>; Tom Tyburski <ttyburski@simsbury-ct.gov>; kstewart <kstewart@simsburyems.com>; troy@simsbury-ct.gov; Laura Barkowski <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; gsamselski <gsamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Juneteenth and Little River Band PGPs

Good afternoon,

Two more permits attached. Just giving fair warning that this will be the week of many permit applications as I play catch up! Both of these would be considered new, so would need BOS approval after this committee's sign off.

Thanks,
Missy

--
Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070

Barkowski Laura

From: Tyburski Tom
Sent: Monday, April 24, 2023 3:28 PM
To: Barkowski Laura
Cc: Missy DiNunno
Subject: FW: Juneteenth and Little River Band PGPs
Attachments: Juneteenth PGP Submission 4-24-23.pdf; Little River Band PGP submission 4-24-23.pdf

Hi Laura, Parks and Rec gives approval for both of these events.

Have a nice afternoon,

Tom

Thomas Tyburski
Director
Simsbury Culture, Parks and Recreation
www.SimsburyRec.com
860-408-4682

From: Missy DiNunno <missy@simsburymeadowsmusic.com>
Sent: Monday, April 24, 2023 3:24 PM
To: Boulter Nicholas (SPD) <nboulter@pd.simsbury-ct.gov>; Patrick T. Tourville, CFI I <PTourville@simsburyfd.org>; Tyburski Tom <ttyburski@simsbury-ct.gov>; Karin Stewart <kstewart@simsburyems.com>; Tom Roy <troy@simsbury-ct.gov>; Barkowski Laura <lbarkowski@simsbury-ct.gov>; James Baldis <JBaldis@simsburyfd.org>; Samselski Gregory <gsamselski@pd.simsbury-ct.gov>; Jason Brown <jbrown@fvhd.org>
Subject: Juneteenth and Little River Band PGPs

Good afternoon,

Two more permits attached. Just giving fair warning that this will be the week of many permit applications as I play catch up! Both of these would be considered new, so would need BOS approval after this committee's sign off.

Thanks,
Missy

--
Missy DiNunno
Executive Director
Simsbury Meadows Performing Arts Center
22 Iron Horse Blvd.
P.O. Box 245
Simsbury, CT 06070
Office 860-651-4052



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Termination of Local Emergency Order Related to COVID
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager *Nicholas Boulter*
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports ending the local emergency order related to COVID, the following motion is in order:

Move, effective May 22, 2023 to authorize Interim Town Manager Nicholas J. Boulter and First Selectman Wendy Mackstutis to execute the Termination of Local State of Emergency related to COVID.
5. **Summary of Submission:**
On March 16, 2020 the Board of Selectmen authorized the Town Manager and First Selectman to sign a declaration of local state of emergency after states of emergency were declared by the President of the United States and Governor of Connecticut. In May 2023 the President and the Governor found that the conditions that caused the public health emergency related to the spread of COVID-19 starting in March, 2020 no longer required a state of emergency and therefore terminated the federal and state declarations of emergency related to COVID.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
 - a) Termination of Local State of Emergency for the Town of Simsbury

**TERMINATION LOCAL STATE OF EMERGENCY
FOR THE TOWN OF SIMSBURY, CONNECTICUT**

WHEREAS, on March 10, 2020, the Governor of the State of Connecticut 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 declared a national emergency to combat the coronavirus that was infecting the population of the United States; and

WHEREAS, in response to the issuance of declarations of a public health emergency and civil preparedness emergency by the Governor of this State, and a national emergency by the President of the United States, and the spread of COVID-19 to an unknown number of Connecticut residents because of the global pandemic, First Selectman Eric Wellman and Town Manager Maria E. Capriola, MPA, found that a local state of emergency existed in the Town of Simsbury; and

WHEREAS, pursuant to Connecticut General Statutes Sections 28-8a(a), 28-1(8), and 28-22a, Town Charter Section 502(A)(8) and Chapter 11, Section 11-1et. seq. of the Code of Ordinances of the Town of Simsbury, on March 16, 2020 the Board of Selectmen declared that a state of local emergency existed in the Town of Simsbury; and

WHEREAS, In May, 2023 the President of the United States and the Governor of Connecticut found that the conditions that caused the public health emergency related to the spread of COVID-19 starting in March, 2020 no longer required a state of emergency and therefore terminated the federal and state declarations of emergency referenced above.

NOW, THEREFORE, IT IS HEREBY ORDERED, that the Simsbury state of emergency as declared in the March 16, 2020 is terminated.

Dated:_____

Wendy Mackstutis
First Selectman

Nicholas Boulter
Interim Town Manager

Attested:_____
Town Clerk



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Appointment to Simsbury Youth Service Bureau Advisory Board
2. **Date of Board Meeting:** May 22, 2023
3. **Individual or Entity Making the Submission:**
Nicholas J. Boulter, Interim Town Manager; Kristen Formanek, Director of Community and Social Services

Nicholas Boulter

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

If the Board of Selectmen supports the recommendation from the Simsbury Youth Service Bureau Advisory Board, the following motion is in order:

Move, effective May 22, 2023, to appoint Story McCarty (Student) as a non-voting youth member of the YSB, with a term to expire on June 7, 2024, upon her graduation.

5. **Summary of Submission:**

The Simsbury Youth Service Bureau Advisory Board has a vacancy for a non-voting youth representative. The YSB is recommending the appointment of Story McCarty to serve as a youth member of the board.

Ms. McCarty is a rising senior who is interested in sports, music, theatre, and caring for her animals. Ms. McCarty is a member of the National Honor Society and a current member of the Equity Council.

6. **Financial Impact:**

None

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

a) Story McCarty Resume

My name is Story McCarty, and I am currently a Junior at Simsbury High School.

I come from a homeschooling family and am involved in activities and programs both in and outside of school. I am always looking for new opportunities to help improve my community through outreach programs and groups. While I was at Tariffville Elementary, my family started a Garden Club that ran until I graduated sixth grade. I was involved in Unified Sports in elementary school and Unified Theatre as well as starting a double Dutch team in middle school.

My entire freshman year I was online and while that was difficult, I was able to maintain my connections to my wilderness community. We went on hikes often, and I spent my fifteenth birthday at Holcomb Farm with friends. I joined Students of Color Alliance during my sophomore year as well as Astronomy Club, and while I was interested in both, they met on the same day. There were a few events that happened in school to me that led me to devote more time to SoCA. I met friends there, shared experiences and grew as an advocate and leader. I took on the leadership role of co-president for Junior year, and along with my co-president, we were able to secure a grant for an event. I was inducted into the National Honor Society as well as joined the Equity Council this year.

Outside of school, I continued to teach alongside my mother at our Wilderness School with the youngest group. I also joined TAB at the library, and SHELPS one day a week. During the summer and fall I volunteer at FrogTown in Northampton at their free food forest weekly with my family.

Apart from school and groups, I create art in various forms and will be having an exhibit at the Pearl Street Library in Enfield this month. I also love spending time outdoors and with my pets, my family has 10 chickens, 1 duck and 4 bunnies. Music has become an integral part of my life. I took drum lessons and played in a band, and for the past year I've been going to shows with mostly my mom but occasionally my dad and family. Experiencing music with others who love it as much as I do is one of the best feelings. This winter along with my mother I attended a workshop called Growing Power; Cultivating Justice. While there, I learned more about the structure and history of community organizing. There were people there from all different areas of community organizing and youth who were representing their groups. I realized I wanted to learn more and become more involved in working to get youth voices heard. When this spot became available it sounded like the perfect opportunity to further my growth and learning!



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.

Present: Deputy First Selectman, Amber Abbuhl; Board Members: Sean Askham, Heather Goetz, Chris Peterson, and Eric Wellman; Interim Town Manager, Nicholas J. Boulter; Acting Deputy Town Manager, Tom Fitzgerald; Director of Planning and Community Development, George McGregor; Director of Public Works/Town Engineer, Tom Roy; Director of Simsbury Public Library, Lisa Karim; and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC HEARING

Ms. Abbuhl invited the community to speak on the proposed amendment that they are making to the Town Code Chapter 141-30, allowing tax credits for the elderly and eternally disabled related to sewer fees, the same as they do for tax abatement.

No one spoke.

MOTION: Mr. Wellman made a motion to close the public hearing for the proposed amendment to town code Chapter 141-30. Mr. Askham seconded the motion. The motion carried unanimously. (5-0-0).

MOTION: Mr. Askham made a motion, to amend the agenda to move **Selectmen Action item i) Proposed Amendments to the Tax Credit for the Elderly Relief (Chapter 141-30)** to this point in the meeting. Mr. Peterson seconded the motion. The motion carried unanimously. (5-0-0).

i). Proposed Amendments to the Tax Credit for Elderly Relief (Chapter 141-30).

Ms. Abbuhl stated that on September 28, 2022, the Water Pollution Control Authority Committee agreed to authorize the implementation of elderly relief for sewer use fees is allowed under the Connecticut state statutes. The proposed changes would allow the WPCA to bring these adjustments to Sewer Use Billing to provide affordability to eligible elderly customers.

MOTION: Mr. Askham made a motion, effective May 8, 2023, to adopt the proposed amendments to the tax Credit for Elderly Relief Chapter 141-30, as presented, which shall be effective 21 days after publication in the newspaper having circulation within the town of Simsbury. Further moved to authorize the summary of the adopted words be published. Ms. Goetz seconded the motion. The motion carried unanimously. (5-0-0).

PUBLIC AUDIENCE

- Participants can address the Board of Selectmen in person at the meeting.
- 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.

Joan Coe, 26 Whitcomb Drive, stated her concerns about the interim period of town management, and the police force. She discussed the ways in which town spending impacts various aspects of residents' lives.

Lori Boyko, 15 Oakhurst Road, expressed that the town spending is not reflective of the values and needs for all socioeconomic demographics. She stated that because of the current budget her property tax is going up 35%, greatly compromising her finances for other necessities.

MOTION: Mr. Askham made a motion, seconded by Mr. Wellman, to amend the agenda to add the grant application that is related to the community farm as Selectmen Action j). The motion carried unanimously. (5-0-0).

PRESENTATION

a) Aging and Disability Commission Age Friendly Survey Results

Ms. Beatty stated that in 2019 Simsbury became the 329th town in the country, and the fourth in Connecticut, to sign onto the multi-year process of becoming an AARP Age Friendly Community, an affiliate of the World Health Organization's program.

She stated that the WHO has identified 8 domains of livability that influence the health and life of older adults: outdoor spaces and buildings, transportation, housing, social participation, respect and social inclusion, work and civic participation, communication and information, and community and health services. Simsbury is now in step 2 of the process, assessing these 8 domains.

She stated that 674 responses were received. Only slightly more than 11% of the 65+ population, about 8% of the population over 50, and 4% of those ages 54-65. 71% of those responding were 65 or older. 26% rated Simsbury as a good place for people as they age at a 5 (being the best), 37% rated it a 4. Although many felt that they were respected as an older person, there was a yearning to be more social and more involved in the community, with transportation being an obstacle. 29% envisioned a future requiring them to be in an unpaid caregiving relationship. When asked, from 15 provided possible choices, what would be needed for a better experience the most notable answers were 22% said sidewalks and trails that are accessible and in good condition, 21% said more affordable housing, 20% said separate pathways for bicycles and pedestrians, 18% said well-maintained public buildings (library, senior center, town hall, etc.), and 16% additional transportation options.

When asked what was successful in creating a great community for seniors the responses were: safety, community, friendly atmosphere, the library, parks, open spaces, activities, recreation, restaurants, town services, and the beauty of the town and its location.

When asked what could be improved the responses were: transportation, taxes, affordability, single-level housing, development, traffic, senior center facilities, and lack of diversity and inclusivity.

Ms. Yeisley explained that because the survey was conducted under the approval of the previous Board of Selectmen, AARP needs a letter of commitment from the current leadership for the application to be active.

She stated that the next goal is to create an action plan with some focus groups to figure out the most precedent and important needs.

Proclamation for Bike Awareness Month

The Board of Selectmen read the Proclamation for Bike Awareness Month with key points being: Simsbury is Connecticut’s first bicycle-friendly community, and bicycle-friendly communities have been shown to improve the health and quality of life of its residents; The town is attractive to businesses and residents who enjoy safe outdoor recreation, offers sustainable transportation, and contributes to economic development; the Bike and Pedestrian Advisory Committee serves the town’s public schools, parks and recreation, police department, public library, and various companies and civic groups who will be promoting bicycling during the month of May 2023; and Bike Month Awareness helps promote tourism and bicycle safety.

MOTION: Mr. Wellman made a motion, seconded by Mr. Askham, to make effective May 8th, 2023, that the Board adopt the Proclamation for Bike Awareness Month as presented. The motion carried unanimously. (5-0-0).

Debbie Thibodeau of the Simsbury BPAC listed the various bike-related upcoming events. May is Bike to the Simsbury Library Month, Bike/Walk to School Days start with Latimer Lane School on May 12th, Tootin’ Hills School on May 16th, and Squadron Line School on June 5th. Adult and children mountain biking classes are being offered through the Simsbury Public, Culture, and Recreation. Bike safety education classes are taking place in Simsbury Public Schools’ Physical Education curriculum in the fourth grades, and for the first time at Henry James Memorial School. Valley Cycling is hosting a Cystic Fibrosis Cycle for Life Charity Ride, beginning May 13th. National Bike to Work Day is May 19th. The Board of Selectmen Community Ride is being scheduled for late May. Farmington Valley Youth Cycling has an annual Breakaway Benefit Cycling Festival June 3rd, in Bolton, CT. The next Bike/Pedestrian Advocates meeting is June 15th from 5-7 P.M. at the Red Stone Pub.

Ms. Thibodeau congratulated the Simsbury Public Library for receiving the Connecticut Library Association Excellence in Public Library Service Award in recognition for their bike-friendly initiatives including their Book Bike, Bike-Friendly Business Award, and many bike-themed events.

Ms. Thibodeau congratulated Mitchell Auto Group for receiving their Bike-Friendly Business Award at the Gold-Level.

Ms. Thibodeau congratulated the Granby-Simsbury Chamber of Commerce for receiving their Bicycle-Friendly Business Award at the Bronze-Level.

FIRST SELECTMAN’S REPORT

Ms. Abbuhl stated that the First Selectman’s Report will be sent to Board members via email.

TOWN MANAGER’S REPORT

Mr. Boulter, reviewed the Town Manager’s Report.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

Economic Development Commission

Ms. Goetz reported that the Main Street Partnership assisted ISCC for their fundraiser for cancer with Scott Hamilton. It was a sold-out show, raising \$50,000 for research and are ready for next year.

The MSP gathered restaurant owners to discuss their stance on the mobiles and turf draft by the Zoning Commission. Town staff are now working on an updated draft to commission based on that feedback. They are working with Lion’s Den on their wine permit and the Riverview on their new upper sign.

The MSP, along with Senator Seminara, Representative Osborne, and First Selectwoman Mackstutis celebrated Necker’s Toyland 75th Anniversary on May 6th.

Diversity, Equality, and Inclusion Council

Mr. Wellman reported that the DEI is hosting an affordable housing forum at Henry James Memorial 5:30 -8:30 P.M.

Ms. Abbuhl thanked the Public Works Department, Parks and Recreation Department, and town staff for making the Earth Day Town Clean Up a huge success. Paine’s donated dumpster and recycling bins.

SELECTMEN ACTION

a) Tax Refund Requests

MOTION: Mr. Askham made a motion to move, effective May 8, 2023, to approve the presented tax refunds in the amount of \$1,939.68, and to authorize Interim Town Manager, Nicholas J.

Boulter, to execute tax refunds. Ms. Goetz seconded the motion. The motion carried unanimously. (5-0-0).

b) Hartford Foundation for Public Giving Grant Basic Human Needs Grant

Ms. Abbuhl stated that the grant is for \$6,000 that would be used to purchase fresh produce for distribution at the monthly “Cheese Day” program with the food pantry.

MOTION: Mr. Wellman made a motion to move, effective May 8, 2023, to submit a grant application and to authorize the Interim Town Manager, Nicholas J. Boulter, to execute the grant application. In the event the grant is awarded the following motion would be in order: to move to

accept the grant, and authorize the Interim Town Manager to execute all documents related to grant work. Mr. Askham seconded the motion. The motion carried unanimously. (5-0-0).

c) Simsbury Public Library Grant Application to CT Humanities in Support of the Simsbury History and Culinary Storytelling Program

Ms. Karim stated that the program would focus on the four restaurants in town that are in historic buildings (Metro Bis, Abigail’s, Millwright’s, and the 1820 House). They have the commitment from Chef Proserpi of Metro Bis and Chef Anderson of Millwright’s to come speak on the panel. They have a tentative commitment from Connecticut Public’s Seasoned Podcast crew with Chef Plum to moderate and record at the Library. The grant is \$2,770, but there is a 1-to-1 match, so the grant from CT Humanities will be \$1,385, and the Library contribution, which is already allocated program funding will be \$1,385 should they be awarded the grant.

MOTION: Mr. Wellman made a motion to move, effective May 8, 2023, to authorize the Simsbury Public Library to submit a grant application to CT Humanities for \$1,385 to support Simsbury History and Culinary Storytelling, and to authorize Interim Town Manager, Nicholas J. Boulter, to execute the grant application. In the event that the grant is awarded the following motion would be in order: to move to accept the grant, and to authorize the Interim Town Manager to execute all documents related to grant work. Mr. Askham seconded the motion. The motion carried unanimously. (5-0-0).

d) Simsbury Public Library Grant Application to the CT State Library for the Creative Aging Arts Education Pilot Program

Ms. Karim stated that this would be funded through the CT State Library. It’s a combination of partnerships between the Lifetime Arts Association, the CT Office for the Arts, and the CT Department of Economic Community Development for an experiential hands-on arts project and pilot opportunity for ten libraries within the state. They are looking at partnering with another neighboring library to do this opportunity. It is a playoff on the AARP Livable Communities Project Grant that they are currently doing with the Memory Café, that serves seniors with memory issue and their caregivers. The grant would offer \$2,500 for the first year, and if it is successful, they would have to commit between \$1,000-\$2,000 in subsequent years to fund the artists to come be part of the project, and they would use their operating funds or Friends’ funds to fund that.

MOTION: Ms. Goetz made a motion to move, effective May 8, 2023, to authorize the Simsbury Public Library to submit a grant application to the CT State Library for \$2,500 for the Library to participate in the Creative Aging Arts Education Pilot Program, and to authorize Interim Town Manager, Nicholas J. Boulter, to execute the grant application. In the event that the grant is awarded the following motion would be in order: to move to accept the grant, and to authorize the Interim Town Manager to execute all documents related to grant work. Mr. Askham seconded the motion. The motion carried unanimously. (5-0-0).

e) 2023 COPS Hiring Program Application

Mr. Boulter stated that it's a grant opportunity for town's that need to hire more police officers or rehire ones that were laid off. It would provide the Police Department roughly \$41,000 the salary and benefit for a new officer for a three-year period and they would be responsible for the rest of the compensation. The Police Department wanted to apply for two of these grants, and if the grant is awarded, they can defer it as far as the next fiscal year.

MOTION: Mr. Askham made a motion to move, effective May 8, 2023, to authorize the Police Department to apply to the Department of Justice COPS Office for the 2023 COPS Hiring Program in the amount of up to \$125,000 over a three-year funding period to help cover the salary and benefit cost for each new officer hired in support of increasing our community policing capacity and crime prevention efforts and service to the community. Mr. Wellman seconded the motion. The motion carried unanimously. (5-0-0).

f) Alcohol Blanket Waiver Request – Apple Barn Events

Ms. Abbuhl stated that the Culture, Parks, and Recreation Department has had successful “Paint and Sip” classes where people BYOB and paint a picture at the Apple Barn. Every time they want to run the program, they have to come get an approval. If any outside group wanted to use the Apple Barn and serve alcohol, they would have to apply.

MOTION: Mr. Wellman made a motion to move, effective May 8, 2023, to issue a blanket waiver alcohol permit for the legal possession and use of alcohol for all future Simsbury Department of Culture, Parks, and Recreation “Adult Recreation Program and Sip” events at the Apple Barn. Ms. Goetz made a motion. The motion carried unanimously. (5-0-0).

g) Referral to the Planning Commission pursuant to CGS 8-24 for Squadron Line School / Tobacco Valley Solar Easement

Ms. Abbuhl stated that this easement is for a quarter of an acre part of open space that is between the Town and Tobacco Valley Solar. The Squadron Line School has been using that property for outdoor classrooms.

MOTION: Mr. Askham made a motion to move, effective May 8, 2023, to refer the easement agreement to the Town and Tobacco Valley Solar for the use of .24-acres of open space for an outdoor classroom and other school activities, and to the Planning Commission for review and

report of section 8-24 of the Connecticut General Statutes. Ms. Goetz seconded the motion. The motion carried unanimously. (5-0-0).

h) Schedule a Public Hearing for Neighborhood Assistance Act Program Proposals

Ms. Abbuhl stated that they would be applying for two different programs. One would be providing the food pantry with additional funding, the other is funding for energy efficiency and improvement projects for the Simsbury Grange building. The next step would be to hold a public hearing regarding these proposals which would be held at the Board of Selectmen meeting on May 22. The action tonight would be to set the public hearing and then have the program directors come and explain the proposal and receive any public comment.

MOTION: Mr. Askham made a motion to move, effective May 8, 2023, to set the public hearing to receive public comment on the proposal submitted by the Simsbury Department of Community and Social Services and Simsbury Grange pursuant of the 2023 CT Neighborhood Assistance Act Program for 6 P.M. on Monday, May 22, 2023. Mr. Wellman seconded the motion. The motion carried unanimously. (5-0-0).

i) Item moved and addressed.

j) 2023 Agriculture Farm Viability Grant

Mr. Roy stated that they recently entered into an agreement with the CT Department of Agriculture where they are going to help coordinate small farmers who are going to farm the land for this coming year. There is a lot of work that needs to be done at Community Farm, the smaller structures need carpentry work, there needs to be new plumbing, some replacements of chicken coops and such. The grant is eligible for just up to \$15,000, there are about \$30,000 worth of projects that were identified that would fit for this grant. The CT Department of Agriculture will take the 40% match and are willing to consider the fact that they are leasing to farmers for \$1 a year, they will take into account the actual value of that land and apply it towards the match portion. They have the ability to use some of their in-kind labor and the fact that some funds have already been allocated for use for Community Farm this year. coming up with a \$12,000 match should be attainable, without coming back for any additional funding.

MOTION: Mr. Wellman made a motion to move, effective May 8, 2023, to authorize submission to the CT Department of Agriculture under the 2023 Agriculture Farm Viability Grant to fund repairs to the town owned Community Farm at 73 Wolcott Road, and for the Interim Town Manager, Nicholas J. Boulter to execute the grant application. In the event the grant is awarded the following motion would be in order: to move to accept the grant, and to authorize the Interim town manager to execute all documents related to the grant. Mr. Askham seconded the motion. The motion carried unanimously. (5-0-0).

APPOINTMENTS AND RESIGNATIONS

a) Resignations from Various Boards and Commissions

Ms. Abbuhl stated that Robert K. Crowther resigned from the Economic Development Commission and Richard Ostop resigned from Public Building Committee and Hartford Area Cable Television Advisory Council.

MOTION: Mr. Wellman made a motion to move, retroactive to May 1, 2023, to accept the resignation of Robert K. Crowther as a regular member of the Economic Development Commission, and to move, retroactive to April 20, 2023, to accept the resignation of Richard Ostop as a regular member of the Hartford Area Cable Television Advisory Council, and to move, retroactive to April 30, 2023, to accept the resignation of Richard Ostop as a regular member of the Public Building Committee. Mr. Askham seconded the motion. The motion carried unanimously. (5-0-0).

REVIEW OF MINUTES

- a) **April 17, 2023, Regular Meeting** – there were no changes to the minutes, and, therefore, the minutes were adopted.
- b) **April 24, 2023, Special Meeting** – there were no changes to the minutes, and, therefore, the minutes were adopted.

COMMUNICATIONS

- a) Memos from Maria Capriola re: public Gathering Permits, dated April 26, 2023, and May 8th.

EXECUTIVE SESSION

Mr. Askham made a motion to adjourn to Executive Session pursuant to CGS 1-200(6)(E): Discussion of Attorney Client Memo at 7:35 P.M and to invite Attorney Mike Harrington. Mr. Wellman seconded the motion. The motion carried unanimously. (5-0-0).

Mr. Askham made a motion to adjourn from Executive Session at 8:00 P.M, Mr. Wellman seconded the motion. The motion carried unanimously. (5-0-0)

ADJOURN

Mr. Askham made a motion to adjourn the meeting at 8:00 P.M, Mr. Wellman seconded the motion. The motion carried unanimously. (5-0-0)

Respectfully Submitted,

Amanda Blaze
Commission Clerk

**TOWN OF SIMSBURY – BOARD OF SELECTMEN
SPECIAL MEETING MINUTES – May 15, 2023
“Draft”**

Page | 1

CALL TO ORDER

The Special Meeting of the Board of Selectmen was called to order at 6:03 P.M. on Zoom. Present were: First Selectman Wendy Mackstutis; Deputy First Selectman Amber Abbuhl; Board members Heather Goetz, Sean Askham Eric Wellman and Chris Peterson. Others in attendance included: Acting Deputy Town Manager Tom Fitzgerald; Town Attorney Robert DeCrescenzo, and Town Labor Attorney Michael Harrington.

EXECUTIVE SESSION

Mr. Askham made a motion to adjourn to executive session at 6:03 P.M pursuant to Connecticut General Statutes 1-200(6)(E): Discussion of Executive Search Firms for Town Manager Recruitment and to invite Attorneys DeCrescenzo and Harrington. Mr. Wellman seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to adjourn the executive session at 6:26 P.M, Mr. Wellman seconded the motion and all were in favor.

SELECTMEN ACTION

a) Discussion and Possible Action to Appoint an Executive Search Firm for Town Manager Recruitment Subject to Execution of Contract as Approved by Town Attorney

Ms. Mackstutis provided background information on the process for finding a search firm. Mr. Askham made a motion, effective May 15, 2023, to appoint GovHR as executive search firm for the Town Manager recruitment and to authorize Interim Town Manager Nicholas J. Boulter to execute a contract with GovHR subject to review by the Town Attorney. Ms. Goetz seconded the motion. All were in favor

Mr. Askham made a motion to adjourn the meeting at 6:28 P.M. Ms. Abbuhl seconded the motion, all were in favor. The meeting was adjourned.

Respectfully submitted,

Tom Fitzgerald
Acting Deputy Town Manager



Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

Nicholas Boulter- I nterim Town Manager

MEMORANDUM

To: Board of Selectmen
From: Nicholas Boulter, Interim Town Manager
Cc: George McGregor, Planning Director; Laura Barkowski, Code Compliance Officer; Tom Tyburski, Director of Culture, Parks and Recreation; Nick Boulter, Chief of Police; Chris Davis, Deputy Chief of Police; Greg Samselski, Police Lt.; Tom Roy, Director of Public Works/Town Engineer; Patrick Tourville, Fire Marshal
Date: May 18, 2023
Subject: Administrative Approval of Public Gathering Permits

This memo is to inform the Board of Selectmen of public gathering permits that I have approved via an administrative approval.

Staff from Planning, Police, Culture, Parks and Recreation, Public Works, the Fire District, and the Farmington Valley Health District reviewed the applications to ensure compliance and safety measures were addressed prior to approval. Following completion of that process, the following public gathering permits have been approved by me:

Name of Event	Location	Date	Type
Hopmeadow Nursery School Graduation	PAC	May 26, 2023	Graduation
UConn Health 1/2 Marathon	PAC	June 2-3, 2023	Road Race
Mainly Marathons-Road Race	PAC	June 4-5, 2023	Road Race
Burgers on The Bridge	Old Drake Hill Flower Bridge	June 7, 2023 June 8, 2023 (rain date)	Community Event
SHS Graduation	PAC	June 12, 2023	Graduation
PlaySTRONG Recital	PAC	June 6, 2023	Recital
Little River Band	PAC	June 22, 2023	Concert
USCG Band	PAC	June 23, 2023 July 16, 2023	Concert
Talcott Mountain Music Festival	PAC	June 26-July 31, 2023 June 30, 2023 July 7, 2023 July 14, 2023 July 28, 2023 July 1 (rain date) July 29 (rain date)	Concert Series
Circus Smirkus	PAC	July 30, 2023	Circus

Dancing Under The Stars	PAC	August 10, 2023	Concert
Belfalus Khan	PAC	August 12, 2023	Concert
Simsbury Junior Women's Arts & Crafts Festival	PAC	September 14- 17, 2023	Art Festival

Should you have any questions or concerns about the applications listed above, please contact me so staff and I can help answer those questions.