



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Submission

*Watch Board of Finance meetings LIVE and rebroadcast on Comcast Channels 96, 1090, Frontier Channel 6071 and LIVE streamed or on-demand at [www.simsburytv.org](http://www.simsburytv.org)*

May 13, 2021

Ericka Butler  
Town Clerk  
Simsbury, CT 06070

Dear Ms. Butler:

A **Special Meeting** of the Board of Finance will be held at **5:45 PM**, on **Tuesday, May 18, 2021**, and broadcast live and rebroadcast as noted above.

The Agenda is as follows:

1. Call to Order
2. Pledge of Allegiance
3. Finance Director's Report
4. Town Quarterly Budget Status Report
5. Board of Education Quarterly Budget Status Report
6. FY21/22 Setting of the Mill Rate
7. Supplemental Appropriation for North End Sidewalk Project
8. Approval of Tax Collector Suspense List
9. Request to Establish a Special Revenue Fund
10. Retirement Plan Sub-Committee Quarterly Update (Oral Report)
  - Recommendation to eliminate Templeton Global Bond from the pension plan managers and reallocate those funds across the three remaining fixed income managers (MetWest, Western, and BlackRock)
  - Recommended DC Plan Investment Policy
11. FY22/23 Capital Project Budget Workgroup

12. Approval of Minutes

- April 6, 2021

13. Communications

- March 2021 Building Department Report
- Tecton Architects Presentation – Latimer Lane Renovation

14. Adjourn

Yours Truly,  
Robert Pomeroy  
Chairman

***Board of Finance Regular Meeting Schedule:***

*6/15/21, 7/20/21, 8/17/21, 9/21/21, 10/19/21, 11/16/21, 12/21/21, 1/18/22*



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

**To:** Board of Finance  
**From:** Amy Meriwether, Finance Director/Treasurer  
**CC:** Maria Capriola, Town Manager  
**Date:** May 18, 2021  
**Re:** Finance Director's Report

---

## **Grants and Donations**

Below is a listing of donations and grant applications approved by the Board of Selectmen at their meetings from February 22, 2021 – May 10, 2021:

- St. Matthew Lutheran Church Donation - \$2,000 to provide emergency food assistance to Simsbury residents in need
- FY22 Historic Documents Preservation Grant – \$7,500 to help purchase “Online Index Books” which will allow the public to access land record indexing and images electronically prior to July 1, 1976.

## **American Rescue Plan – Coronavirus State and Local Fiscal Recovery Funds**

The U.S. Department of Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds program that was authorized by the American Rescue Plan Act. This program provides \$350 billion in emergency funding for eligible state, local, territorial and Tribal governments to help address the economic fallout related to the pandemic, and lay the foundation for a strong and equitable recovery. Funding objectives include:

- Supporting urgent COVID-19 response efforts to continue to decrease the spread of the virus and bring the pandemic under control
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs
- Support immediate economic stabilization for households and businesses
- Address systemic public health economic challenges that have contributed to the unequal impact of the pandemic.

Simsbury is anticipated to receive \$3,498,322 in total relief funding. The Town's allocation is anticipated to be \$2,507,322 and the Board of Education's allocation is anticipated to be \$991,000. Specific guidance on eligible uses was released on May 11, 2021. As the guidance is quite extensive, staff has not been able to sufficiently review the detail associated with eligible uses at the time of writing this. Staff will continue to review the specific guidance and report back at a later date. An overview of eligible uses is provided below:

- Support Public Health Response by providing services to contain and mitigate the spread of COVID-19
- Replace Public Sector Revenue Loss to ensure continuity of vital government services
- Improvements to Water & Sewer Infrastructure
- Equity Focused Services to address health disparities, investment in housing, educational disparities, and promote healthy childhood environments
- Address Negative Economic Impacts by delivering assistance to workers and families, support small businesses etc.

- Provide Premium Pay to Essential Workers both directly and indirectly through grants to third party employers
- Improvements to Broadband Infrastructure
- Eligible uses for education funding remain relatively the same as those requirements under the ESSER funding, with some slight modifications including setting aside 20% of funds to address learning loss intervention to respond to students' social, emotional and academic needs and establishment of priorities through an equity-focused lens.

A detailed report of eligible uses specific to Simsbury along with proposed use of these funds will be presented at upcoming Board of Selectmen and Board of Education meetings.

#### **Latimer Lane Renovate as New Project Update**

At the regular meeting of the Board of Education on May 11, 2021, Tecton Architects presented an update on the Latimer Lane renovation project. Their presentation included next steps related to the grant application, project specifications, anticipated project schedule, budget and conceptual designs. A copy of the presentation included within the "Communications" section of the agenda.



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Quarterly Budget Status Report
2. **Date of Board Meeting:** May 18, 2021
3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director
4. **Action Requested of the Board of Finance:**  
No action is requested for this agenda item.
5. **Summary of Submission:**

### General Fund Overview

As of March 31, 2021, revenues total \$99,493,677 or 97% of the budget. Budgetary highlights include:

- Finance department revenues are less than the same period in the prior year by \$207,483. This is mainly due to a significant decrease in the Town's interest income as a result of COVID-19. Total decrease compared to budget is \$352,012. The Town will not meet the budgeted investment income of \$400,000. Unbudgeted offsetting revenues within the Finance department include charges for services for financial services provided to the Board of Education as well as COVID-19 grant reimbursements from the prior year.
- Building department revenues are exceeding budgetary estimates of \$504,000 by \$582,284.
- Insurance refund revenues are exceeding budgetary estimates of \$27,500 by \$43,558.
- Town Clerk revenues are exceeding budgetary estimates of \$588,669 by \$73,407.

As of March 31, 2021, expenditures total \$76,058,525 or 73% of budget. Expenditures are currently proceeding in accordance with budget.

### Capital Funds Overview

A summary of all capital projects is included with this submission.

### Parks and Recreation (Simsbury Farms) Fund

Parks and Recreation fund revenues exceeded expenditures by \$238,887 as of March 31, 2021. Fund balance increased from \$62,833 to \$301,720.

Current year revenues are \$24,627 more than the same period in the prior year. There was a significant decrease in revenues (\$168,018) from Special Programs, Day Camps, swimming and

skating activities that were cancelled or reduced because of COVID-19. However, golf course fees offset the noted revenue losses by \$192,645.

Current year expenditures were \$87,317 less than the same period in the prior year. Complex Maintenance and Special Program expenditures decreased by \$70,275 and \$116,088, respectively, as a result of the decreased camps and activities available during COVID-19. Golf expenditures increased by \$94,280 compared to the same period in the prior year. This is due to a large equipment purchase and an increased pension contribution in the current year.

#### Health Insurance Fund

The Health Insurance Fund revenues exceeded expenditures by \$1,154,888 as of March 31, 2021. Fund balance increased from \$3,728,490 to \$4,883,378. Reserves as of March 31, 2021 totaled \$5,532,378, or 37% of expected claims. The Town's health insurance consultants recommend reserves at 20-25% of expected claims. As a result of COVID-19, many doctor's appointments and medical procedures need(ed) to be rescheduled. Staff will be monitoring claims closely to see if there will be an offsetting increase as the current year progresses.

#### Sewer Use Fund

The Sewer Use Fund revenues exceeded expenditures by \$662,743 as of March 31, 2021. Fund balance increased from \$6,880,325 to \$7,543,068. This is mainly due to 111% of revenues being received while only 77% of expenditures have been incurred.

#### **6. Financial Impact:**

None

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

- General Fund Statement of Revenues
- General Fund Statement of Expenditures
- Simsbury Farms Statement of Revenues, Expenditures and Changes in Fund Balance
- Health Insurance Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- Residential Property Statement of Revenues, Expenditures and Changes in Fund Balance
- Sewer Use Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- Sewer Assessment Fund
- Special Revenue Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- Trust Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- Pension Funds Statements of Revenues, Expenditures and Changes in Fund Balance
- Capital Projects Summary
- Capital Non-Recurring Fund Summary

**Town of Simsbury**  
**General Fund**  
**Statement of Revenues**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>Budget</u> <u>Variance</u>	<u>Percent of</u> <u>Budget</u>	<u>2020</u> <u>Actuals</u>	<u>Variance</u>
General Government						
Tax Department	\$ 92,952,778	93,093,971	\$ 141,193	100%	\$ 91,565,314	\$ 1,528,657
Building Department	504,000	1,086,284	582,284	216%	524,308	561,976
Finance Department	623,631	416,148	(207,483)	67%	1,787,199	(1,371,051)
Town Clerk	588,669	662,076	73,407	112%	543,281	118,795
Town Manager's Office	281,155	229,488	(51,667)	82%	184,736	44,752
Information Technology	168,983	132,924	(36,059)	79%	129,350	3,574
Land Use Commission	25,000	18,650	(6,350)	75%	13,324	5,326
Insurance Refunds	27,500	71,058	43,558	258%	59,721	11,338
Assessor's Office	5,800	5,482	(318)	95%	48,709	(43,227)
Total General Government	<u>95,177,516</u>	<u>95,716,081</u>	<u>538,565</u>	<u>101%</u>	<u>94,855,942</u>	<u>860,139</u>
Public Safety						
Police Department	194,564	145,481	(49,083)	75%	100,638	44,843
Animal Control	500	180	(320)	36%	295	(115)
Total Public Safety	<u>195,064</u>	<u>145,661</u>	<u>(49,403)</u>	<u>75%</u>	<u>100,933</u>	<u>44,728</u>
Public Works						
Engineering	20,050	20,000	(50)	100%	161	19,839
Eno Memorial Hall	7,000	-	(7,000)	0%	8,250	(8,250)
Highway Department	2,000	779	(1,221)	39%	-	779
Landfill	1,200	-	(1,200)	0%	37,819	(37,819)
Total Public Works	<u>30,250</u>	<u>20,779</u>	<u>(9,471)</u>	<u>69%</u>	<u>46,230</u>	<u>(25,451)</u>
Health & Welfare						
Elderly/Handicapped Transport	40,720	-	(40,720)	0%	5,020	(5,020)
Total Health & Welfare	<u>40,720</u>	<u>-</u>	<u>(40,720)</u>	<u>0%</u>	<u>5,020</u>	<u>(5,020)</u>
Culture & Recreation						
Parks & Recreation	224,499	173,914	(50,585)	77%	162,503	11,411
Library	16,740	2,999	(13,741)	18%	15,196	(12,197)
Community Gardens	2,500	4,390	1,890	176%	2,125	2,265
Miscellaneous	-	-	-	#DIV/0!	100	(100)
Memorial Pools & Fields	3,400	577	(2,824)	17%	7,541	(6,965)
Total Culture & Recreation	<u>247,139</u>	<u>181,879</u>	<u>(65,260)</u>	<u>74%</u>	<u>187,465</u>	<u>(5,586)</u>
Education						
Board of Education	6,426,589	3,429,277	(2,997,312)	53%	3,161,804	267,473
Total Education	<u>6,426,589</u>	<u>3,429,277</u>	<u>(2,997,312)</u>	<u>53%</u>	<u>3,161,804</u>	<u>267,473</u>
Intergovernmental						
Transfer In - Belden Trust	16,100	16,100	-	100%	7,000	9,100
Transfer In - Capital Project Funds	303,168	303,168	-	0%	-	303,168
Total Intergovernmental	<u>319,268</u>	<u>319,268</u>	<u>-</u>	<u>100%</u>	<u>7,000</u>	<u>312,268</u>
<b>Total Revenues</b>	<b><u>\$ 102,436,546</u></b>	<b><u>\$ 99,493,677</u></b>	<b><u>\$ (2,942,869)</u></b>	<b><u>97%</u></b>	<b><u>\$ 98,364,394</u></b>	<b><u>1,448,551</u></b>

**Town of Simsbury  
General Fund  
Statement of Expenditures  
For the Period Ended March 31, 2021  
With Comparative Totals for the Period Ended March 31, 2020**

	<b>2021 Budget</b>	<b>2021 Actual</b>	<b>Budget Variance</b>	<b>Percent of Budget</b>	<b>2020 Actual</b>	<b>Actuals Variance</b>
<b>General Government</b>						
Town Manager's Office	\$ 486,444	\$ 338,929	\$ (147,515)	70%	\$ 346,107	\$ (7,178)
Planning Department	371,788	200,800	(170,988)	54%	194,877	5,923
Finance Department	416,887	302,401	(114,486)	73%	246,545	55,855
Information Technology	343,282	233,203	(110,079)	68%	202,934	30,269
Building Department	287,666	199,387	(88,279)	69%	197,691	1,696
Assessor's Office	298,020	189,683	(108,337)	64%	175,605	14,077
Town Clerk	240,183	172,774	(67,409)	72%	163,765	9,008
Tax Department	186,927	135,493	(51,434)	72%	127,627	7,866
Legal Services	151,000	123,437	(27,563)	82%	173,764	(50,327)
Elections Administration	132,100	108,227	(23,873)	82%	70,670	37,557
Community Services	134,252	92,110	(42,142)	69%	85,661	6,449
Administrative Services	109,236	88,756	(20,480)	81%	64,985	23,771
Board of Finance	45,835	41,635	(4,200)	91%	40,857	778
Economic Development Commission	50,650	54,500	3,850	108%	45,000	9,500
Land Use Commission	20,200	5,738	(14,462)	28%	7,196	(1,459)
Regional Probate Court	9,502	9,502	-	100%	-	9,502
Public Buildings Commission	1,625	1,253	(372)	77%	1,563	(310)
Tourism Commission	500	-	(500)	0%	129	(129)
Historic District Commission	-	-	-	#DIV/0!	-	-
Total General Government	<u>3,286,097</u>	<u>2,297,828</u>	<u>(988,269)</u>	<u>70%</u>	<u>2,144,978</u>	<u>152,850</u>
<b>Public Safety</b>						
Police Department	4,923,162	3,336,253	(1,586,909)	68%	3,356,808	(20,555)
Dispatch	560,427	380,739	(179,688)	68%	395,355	(14,617)
Animal Control	75,376	48,881	(26,495)	65%	50,161	(1,280)
Emergency Management	6,685	5,933	(752)	89%	4,835	1,099
Total Public Safety	<u>5,565,650</u>	<u>3,771,806</u>	<u>(1,793,844)</u>	<u>68%</u>	<u>3,807,159</u>	<u>(35,353)</u>
<b>Public Works</b>						
Highway Department	3,055,180	2,189,022	(866,158)	72%	2,069,720	119,303
Buildings & Maintenance	504,088	377,013	(127,075)	75%	335,713	41,300
Engineering	286,290	189,731	(96,559)	66%	143,065	46,666
Public Works Administration	290,377	198,085	(92,292)	68%	200,450	(2,364)
Town Office Buildings	149,408	114,314	(35,094)	77%	81,530	32,783
Library	144,460	88,103	(56,357)	61%	100,883	(12,780)
Eno Memorial Hall	78,975	35,406	(43,569)	45%	42,064	(6,658)
Landfill	69,000	59,406	(9,594)	86%	41,659	17,747
Other Buildings	28,990	15,220	(13,770)	53%	15,457	(237)
Total Public Works	<u>4,606,768</u>	<u>3,266,301</u>	<u>(1,340,467)</u>	<u>71%</u>	<u>3,030,540</u>	<u>235,761</u>
<b>Health &amp; Welfare</b>						
Social Service Administration	299,232	202,673	(96,559)	68%	198,740	3,933
Transportation Services	162,670	94,416	(68,254)	58%	84,347	10,069
Senior Center Services	150,927	84,436	(66,491)	56%	112,695	(28,259)
Health Department	192,182	192,182	-	100%	150,960	41,222
Total Health & Welfare	<u>805,011</u>	<u>573,707</u>	<u>(231,304)</u>	<u>71%</u>	<u>546,741</u>	<u>26,966</u>
<b>Culture &amp; Recreation</b>						
Library	1,546,172	1,078,321	(467,851)	70%	1,005,920	72,401
Parks & Open Space	853,962	586,646	(267,316)	69%	561,598	25,048
Memorial Pool	66,934	52,615	(14,319)	79%	48,423	4,192
Recreation Administration	60,010	37,788	(22,222)	63%	37,784	4
Memorial Field	33,900	13,446	(20,454)	40%	10,031	3,415
Beautification Committee	4,800	1,273	(3,527)	27%	1,528	(254)
Total Culture & Recreation	<u>2,565,778</u>	<u>1,770,089</u>	<u>(795,689)</u>	<u>69%</u>	<u>1,665,283</u>	<u>104,806</u>



**Town of Simsbury  
General Fund  
Statement of Expenditures  
For the Period Ended March 31, 2021  
With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>Percent of Budget</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
Education						
Board of Education	72,860,444	53,254,012	(19,606,432)	73%	50,077,598	3,176,413
Total Education	<u>72,860,444</u>	<u>53,254,012</u>	<u>(19,606,432)</u>	<u>73%</u>	<u>50,077,598</u>	<u>3,176,413</u>
Intergovernmental						
Employee Benefits	5,960,720	4,767,418	(1,193,302)	80%	4,191,737	575,681
Transfer Out - Capital Projects	2,000,000	2,000,000	-	100%	710,000	1,290,000
Transfer Out - Health Insurance Fund	-	-	-	#DIV/0!	850,000	-
Liability Insurance	464,620	544,494	79,874	117%	528,991	15,503
Transfer Out - Simsbury Farms	185,000	180,000	(5,000)	97%	180,000	-
Transfer Out - 350th Special Revenue Fund	-	-	-	#DIV/0!	-	-
Transfer Out - MSP Senior Fund	10,480	10,480	-	100%	-	10,480
Transfer Out - Youth Service Bureau	8,000	8,000	-	100%	-	8,000
Transfer Out - Athletics Field	2,250	2,250	-	100%	-	2,250
Contingency Reserve	172,331	-	(172,331)	0%	18,000	(18,000)
Transfer Out - CNR 2016	-	-	-	#DIV/0!	83,250	(83,250)
Transfer Out - CNR 2019	83,250	83,250	-	100%	83,250	-
Transfer Out - CNR 2020	83,250	83,250	-	100%	208,340	(125,090)
Transfer Out - CNR 2021	193,700	193,700	-	100%	-	193,700
Transfer Out - CNR 2018	83,250	83,250	-	100%	83,250	-
Transfer Out - CNR 2017	68,300	68,300	-	100%	68,300	-
Total Intergovernmental	<u>9,315,151</u>	<u>8,024,392</u>	<u>(1,290,759)</u>	<u>86%</u>	<u>7,005,118</u>	<u>1,869,274</u>
Debt Service						
Principal	4,315,000	2,285,000	(2,030,000)	53%	2,145,000	140,000
Interest	1,156,465	815,390	(341,075)	71%	570,008	245,382
Total Debt Service	<u>5,471,465</u>	<u>3,100,390</u>	<u>(2,371,075)</u>	<u>57%</u>	<u>2,715,008</u>	<u>385,382</u>
<b>Total Expenditures</b>	<b>\$ <u>104,476,364</u></b>	<b>\$ <u>76,058,525</u></b>	<b>\$ <u>(28,417,839)</u></b>	<b><u>73%</u></b>	<b>\$ <u>70,992,426</u></b>	<b>\$ <u>5,916,099</u></b>

**Town of Simsbury**  
**Simsbury Farms**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>				
Recreation Programs				
Special Programs	\$ 320,961	182,154	\$ 252,516	\$ (70,362)
Day Camps	183,620	166,455	190,055	(23,600)
Miscellaneous	5,000	-	18	(18)
Total Recreation Programs	<u>509,581</u>	<u>348,608</u>	<u>442,588</u>	<u>(93,980)</u>
Simsbury Farms Complex				
Skating	220,000	121,049	172,548	(51,500)
Simsbury Farms Pools	226,979	102,930	110,986	(8,055)
Vending	24,500	4,458	14,780	(10,322)
Court Rental	22,500	23,038	21,315	1,723
Apple Barn Rental	4,500	(450)	5,344	(5,794)
Miscellaneous	-	-	90	(90)
Total Simsbury Farms Complex	<u>498,479</u>	<u>251,024</u>	<u>325,062</u>	<u>(74,038)</u>
Golf Course				
Golf Course Fees	914,500	746,160	564,345	181,816
Golf Surcharge	59,000	54,070	37,824	16,247
Restaurant	26,500	21,863	18,550	3,313
Donations	-	-	8,460	(8,460)
Miscellaneous	-	-	270	(270)
Total Golf Course	<u>1,000,000</u>	<u>822,093</u>	<u>629,448</u>	<u>192,645</u>
Intergovernmental				
Transfer In - General Fund	180,000	180,000	180,000	-
Total Intergovernmental	<u>180,000</u>	<u>180,000</u>	<u>180,000</u>	<u>-</u>
<b>Total Revenues</b>	<b><u>2,188,060</u></b>	<b><u>1,601,726</u></b>	<b><u>1,577,099</u></b>	<b><u>24,627</u></b>
<b>Expenditures</b>				
Golf Course	1,001,872	778,720	684,440	94,280
Simsbury Farms Complex	518,759	328,026	398,301	(70,275)
Special Programs	367,816	116,476	232,564	(116,088)
Simsbury Farms Administration	249,334	139,617	134,852	4,765
<b>Total Expenditures</b>	<b><u>2,137,781</u></b>	<b><u>1,362,839</u></b>	<b><u>1,450,157</u></b>	<b><u>(87,317)</u></b>
<b>Net Change in Fund Balance</b>	<b>50,279</b>	<b>238,887</b>	<b>126,942</b>	
Fund Balance - 7/1	<u>62,833</u>	<u>62,833</u>	<u>68,830</u>	
Fund Balance - 3/31	<u>\$ 113,112</u>	<u>\$ 301,720</u>	<u>\$ 195,772</u>	

**Town of Simsbury**  
**Health Insurance Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>					
Premiums	15,337,596	11,267,149	\$ (4,070,447)	\$ 10,754,813	\$ 512,336
H.S.A Funding	604,000	652,150	48,150	605,830	46,320
Rx Reimbursement	484,243	671,999	187,756	483,524	188,474
Insurance Refunds	-	65,722	65,722	103,354	(37,632)
Miscellaneous	-	-	-	1,049	(1,049)
<b>Total Revenues</b>	<b><u>16,425,839</u></b>	<b><u>12,657,019</u></b>	<b><u>(3,768,820)</u></b>	<b><u>11,948,571</u></b>	<b><u>708,449</u></b>
<b>Expenditures</b>					
Claims	14,768,298	10,000,125	(4,768,173)	10,634,991	(634,867)
H.S.A Funding	604,000	655,250	51,250	605,830	49,420
ASO Fees/Admin Fees	451,969	345,598	(106,371)	312,179	33,419
Stop Loss Insurance	601,200	501,158	(100,042)	364,020	137,138
<b>Total Expenditures</b>	<b><u>16,425,467</u></b>	<b><u>11,502,132</u></b>	<b><u>(4,923,335)</u></b>	<b><u>11,917,021</u></b>	<b><u>(414,889)</u></b>
<b>Operating Transfers</b>					
Transfer In	-	-	-	850,000	(850,000)
<b>Total Operating Transfers</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>850,000</u></b>	<b><u>(850,000)</u></b>
<b>Net Change in Fund Balance</b>	<b>372</b>	<b>1,154,888</b>	<b>1,154,516</b>	<b>881,550</b>	<b>273,338</b>
<b>Fund Balance - 7/1</b>	<b><u>3,728,490</u></b>	<b><u>3,728,490</u></b>		<b><u>1,482,407</u></b>	
<b>Fund Balance - 3/31</b>	<b><u>\$ 3,728,862</u></b>	<b><u>\$ 4,883,378</u></b>		<b><u>\$ 2,363,957</u></b>	
<b>IBNR Liability Balance</b>	<b>719,517</b>	<b>649,000</b>		<b>719,517</b>	
<b>Fund Balance</b>	<b><u>3,728,862</u></b>	<b><u>4,883,378</u></b>		<b><u>2,363,957</u></b>	
<b>Total Reserve</b>	<b><u>4,448,379</u></b>	<b><u>5,532,378</u></b>		<b><u>3,083,474</u></b>	

**Town of Simsbury**  
**Residential Rental Property Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>					
Rental Income	\$ 67,940	55,415	\$ (12,525)	\$ 57,155	\$ (1,740)
<b>Total Revenues</b>	<b>67,940</b>	<b>55,415</b>	<b>(12,525)</b>	<b>57,155</b>	<b>(1,740)</b>
<b>Expenditures</b>					
<b>Operating</b>					
Contractual Services	15,450	5,885	(9,565)	5,430	455
Facilities Maintenance	1,800	102	(1,698)	(210)	312
Building Improvements	15,000	(960)	(15,960)	17,000	(17,960)
Water Charges	1,250	877	(373)	996	(119)
Sewer Use Fees	1,100	4,950	3,850	968	3,982
Equipment Maintenance	1,250	2,394	1,144	2,187	206
Electric	1,000	-	(1,000)	-	-
Building Supplies	500	-	(500)	740	(740)
Total Operating	<u>37,350</u>	<u>13,248</u>	<u>(24,102)</u>	<u>27,111</u>	<u>(13,863)</u>
<b>Debt Service</b>					
Principal	8,192	6,147	(2,045)	6,060	86
Interest	330	245	(85)	438	(193)
Total Debt Service	<u>8,522</u>	<u>6,392</u>	<u>(2,131)</u>	<u>6,498</u>	<u>(107)</u>
<b>Total Expenditures</b>	<b>45,872</b>	<b>19,639</b>	<b>(26,233)</b>	<b>33,609</b>	<b>(13,969)</b>
<b>Operating Transfers</b>					
Transfer Out - Open Space	-	-	-	(7,152)	7,152
Total Operating Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>(7,152)</u>	<u>7,152</u>
<b>Net Change in Fund Balance</b>	<b>22,068</b>	<b>35,776</b>	<b>13,708</b>	<b>16,394</b>	<b>19,381</b>
<b>Fund Balance - 7/1</b>	<b>357,738</b>	<b>357,738</b>		<b>357,738</b>	
<b>Fund Balance - 3/31</b>	<b>\$ 379,806</b>	<b>\$ 393,514</b>		<b>\$ 374,132</b>	

**Town of Simsbury**  
**Sewer Use Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>Percent of Budget</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>						
Assessments	\$ 2,645,997	2,917,123	\$ 271,126	110%	\$ 3,035,863	\$ (118,740)
WPCA Fees	505,903	642,096	136,193	127%	464,085	178,011
Intergovernmental Revenues	409,927	297,745	(112,182)	73%	307,445	(9,700)
Interest & Liens	22,212	12,335	(9,877)	56%	18,969	(6,634)
Miscellaneous Grant	22,000	28,408	6,408	129%	50,325	(21,917)
Interest on Investments	7,997	6,997	(1,000)	87%	65,383	(58,386)
Miscellaneous	-	110,295	110,295	0%	294	110,002
<b>Total Revenues</b>	<b><u>3,614,036</u></b>	<b><u>4,015,000</u></b>	<b><u>400,964</u></b>	<b><u>111%</u></b>	<b><u>3,942,364</u></b>	<b><u>72,636</u></b>
<b>Expenditures</b>						
<b>Operating</b>						
Salaries & Wages	916,949	625,018	(291,931)	68%	574,280	50,738
Utilities	580,412	342,741	(237,671)	59%	294,772	47,970
Benefits	506,046	370,393	(135,653)	73%	299,625	70,768
Supplies	132,290	92,138	(40,152)	70%	58,910	33,228
Public Agency Support	115,000	115,000	-	100%	114,483	517
Machinery & Equipment	88,500	61,113	(27,387)	69%	21,206	39,908
Program Services	71,022	55,518	(15,504)	78%	42,546	12,972
Consultant	48,000	336	(47,664)	1%	16,666	(16,330)
Sewer Extensions	32,000	13,468	(18,532)	42%	-	13,468
Equipment & Vehicle Maintenance	30,240	20,390	(9,850)	67%	7,683	12,707
Insurance	37,170	-	(37,170)	0%	-	-
Facilities Maintenance	17,400	16,563	(837)	95%	14,222	2,341
Travel & Conferences	6,565	977	(5,588)	15%	1,326	(348)
Dues & Subscriptions	1,620	365	(1,255)	23%	430	(65)
Bond Issuance Expense	-	44,764	44,764	#DIV/0!	-	44,764
Total Operating	<u>2,583,214</u>	<u>1,758,785</u>	<u>(867,938)</u>	<u>68%</u>	<u>1,446,147</u>	<u>312,638</u>
<b>Debt Service</b>						
Principal	1,104,654	1,108,981	4,327	100%	810,067	298,914
Interest	160,553	109,491	(51,062)	68%	138,839	(29,348)
Total Debt Service	<u>1,265,207</u>	<u>1,218,472</u>	<u>(46,735)</u>	<u>96%</u>	<u>948,905</u>	<u>269,566</u>
<b>Total Expenditures</b>	<b><u>3,848,421</u></b>	<b><u>2,977,257</u></b>	<b><u>(871,164)</u></b>	<b><u>77%</u></b>	<b><u>2,395,053</u></b>	<b><u>582,204</u></b>
<b>Operating Transfers</b>						
Transfers Out	(375,000)	(375,000)	-	0%	(350,000)	(25,000)
Total Operating Transfers	<u>(375,000)</u>	<u>(375,000)</u>	<u>-</u>	<u>0%</u>	<u>(350,000)</u>	<u>(25,000)</u>
<b>Net Change in Fund Balance</b>	<b>(609,385)</b>	<b>662,743</b>	<b>1,272,128</b>		<b>1,197,311</b>	
<b>Fund Balance - 7/1</b>	<b><u>6,880,325</u></b>	<b><u>6,880,325</u></b>			<b><u>6,406,424</u></b>	
<b>Fund Balance - 3/31</b>	<b><u>\$ 6,270,940</u></b>	<b><u>\$ 7,543,068</u></b>			<b><u>\$ 7,603,735</u></b>	

**Town of Simsbury**  
**Sewer Assessment Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021</u>	<u>2020</u>	<u>Variance</u>
	<u>Actual</u>	<u>Actual</u>	
<b>Revenues</b>			
Assessments	\$ 195,542	\$ 144,151	\$ (51,390)
Interest & Liens	36,920	20,857	(16,063)
Interest on Investments	1,234	16,206	14,972
<b>Total Revenues</b>	<u>233,696</u>	<u>181,214</u>	<u>(52,482)</u>
<b>Expenditures</b>	50,000	-	(50,000)
<b>Net Change in Fund Balance</b>	<b>183,696</b>	<b>181,214</b>	<b>(2,482)</b>
<b>Fund Balance - 7/1</b>	<u>1,413,693</u>	<u>1,413,693</u>	
<b>Fund Balance - 3/31</b>	<u>\$ 1,597,389</u>	<u>\$ 1,594,907</u>	

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>Library Programs</u>	<u>Community Services</u>	<u>Police DUI Safety</u>	<u>Narcotics Task Force</u>	<u>D.A.R.E. Program</u>	<u>Block Grant</u>	<u>Police Vehicles</u>
<b>Revenues</b>							
Grants	\$ -	\$ 6,801	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	1,585	8,668	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Interest on Investments	-	-	-	-	-	-	-
Miscellaneous	-	475	-	938	-	-	-
<b>Total Revenues</b>	<u>1,585</u>	<u>15,943</u>	<u>-</u>	<u>938</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenditures</b>							
Contractual Services	-	3,402	-	-	-	-	-
Supplies & Materials	1,207	92	-	2,996	-	-	-
Program Services	-	1,588	-	-	-	-	-
Facilities Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-
Public Agency Support	-	100	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<u>1,207</u>	<u>5,181</u>	<u>-</u>	<u>2,996</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Operating Transfers</b>							
Transfers Out	-	-	(33,142)	-	-	-	-
Transfers In	-	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<u>-</u>	<u>-</u>	<u>(33,142)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	<b>378</b>	<b>10,762</b>	<b>(33,142)</b>	<b>(2,058)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - 7/1</b>	<u>74,948</u>	<u>44,667</u>	<u>-</u>	<u>16,237</u>	<u>1,243</u>	<u>9,704</u>	<u>64,632</u>
<b>Fund Balance - 3/31</b>	<u>\$ 75,326</u>	<u>\$ -</u>	<u>\$ (33,142)</u>	<u>\$ 14,179</u>	<u>\$ 1,243</u>	<u>\$ 9,704</u>	<u>\$ 64,632</u>

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>Special Duty</u>	<u>Social Services Programs</u>	<u>Community Development Grant</u>	<u>Town Aid Road</u>	<u>Preservation of Historic Documents</u>	<u>Eno Memorial Fund</u>	<u>Town Clerk LOCIP</u>
<b>Revenues</b>							
Grants	\$ -	\$ 9,342	\$ -	\$ 373,488	\$ 7,500	\$ -	\$ -
Donations	-	61,973	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-
Charges for Services	328,958	-	-	-	32,430	-	6,960
Interest on Investments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b><u>328,958</u></b>	<b><u>71,315</u></b>	<b><u>-</u></b>	<b><u>373,488</u></b>	<b><u>39,930</u></b>	<b><u>-</u></b>	<b><u>6,960</u></b>
<b>Expenditures</b>							
Contractual Services	-	-	-	-	-	-	-
Supplies & Materials	-	13,251	-	-	-	-	-
Program Services	222,014	46,812	-	-	16,256	-	-
Facilities Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-
Public Agency Support	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	7,183	-	-
<b>Total Expenditures</b>	<b><u>222,014</u></b>	<b><u>60,062</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>23,439</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Operating Transfers</b>							
Transfers Out	(316,329)	-	-	572,500	-	-	-
Transfers In	-	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<b><u>(316,329)</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>572,500</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Net Change in Fund Balance</b>	<b><u>(209,385)</u></b>	<b><u>11,253</u></b>	<b><u>-</u></b>	<b><u>945,988</u></b>	<b><u>16,491</u></b>	<b><u>-</u></b>	<b><u>6,960</u></b>
<b>Fund Balance - 7/1</b>	<b><u>151,328</u></b>	<b><u>153,874</u></b>	<b><u>234,142</u></b>	<b><u>853,533</u></b>	<b><u>14,399</u></b>	<b><u>-</u></b>	<b><u>51,436</u></b>
<b>Fund Balance - 3/31</b>	<b><u><u>\$ (58,057)</u></u></b>	<b><u><u>\$ 165,127</u></u></b>	<b><u><u>\$ 234,142</u></u></b>	<b><u><u>\$ 1,799,521</u></u></b>	<b><u><u>\$ 30,890</u></u></b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ 58,396</u></u></b>



**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<b>Expanded Dial-A-Ride</b>	<b>Incentive Housing</b>	<b>Dog Park</b>	<b>Regional Probate</b>	<b>Clean Energy Task Force</b>	<b>Simsbury Celebrates</b>	<b>Field Recreation</b>
<b>Revenues</b>							
Grants	\$ 24,674	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	-	-	298	-	-	3,755	-
Intergovernmental Revenues	-	-	-	24,698	-	-	-
Charges for Services	-	-	-	-	-	-	3,730
Interest on Investments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>24,674</b>	<b>-</b>	<b>298</b>	<b>24,698</b>	<b>-</b>	<b>3,755</b>	<b>3,730</b>
<b>Expenditures</b>							
Contractual Services	-	-	-	-	-	3,385	-
Supplies & Materials	-	-	290	7,248	-	1,343	-
Program Services	-	-	-	4,534	-	593	-
Facilities Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	2,734
Public Agency Support	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	6,273
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>290</b>	<b>11,781</b>	<b>-</b>	<b>5,320</b>	<b>9,006</b>
<b>Operating Transfers</b>							
Transfers Out	(12,600)	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	2,250
<b>Total Operating Transfers</b>	<b>(12,600)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,250</b>
<b>Net Change in Fund Balance</b>	<b>12,074</b>	<b>-</b>	<b>8</b>	<b>12,917</b>	<b>-</b>	<b>(1,565)</b>	<b>(3,026)</b>
<b>Fund Balance - 7/1</b>	<b>87,579</b>	<b>8,826</b>	<b>3,748</b>	<b>26,164</b>	<b>6,715</b>	<b>6,875</b>	<b>7,011</b>
<b>Fund Balance - 3/31</b>	<b>\$ 99,653</b>	<b>\$ 8,826</b>	<b>\$ 3,756</b>	<b>\$ 39,081</b>	<b>\$ 6,715</b>	<b>\$ 5,310</b>	<b>\$ 3,985</b>

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<b>Simsbury Try-Athlon</b>	<b>MSP Senior Center</b>	<b>Youth Service Bureau</b>	<b>Simsbury 350th</b>
<b>Revenues</b>				
Grants	\$ -	\$ -	\$ 18,692	\$ -
Donations	-	21,981	-	100
Intergovernmental Revenues	-	-	-	-
Charges for Services	-	-	-	7,762
Interest on Investments	-	-	-	-
Miscellaneous	-	-	-	26,700
<b>Total Revenues</b>	<b>-</b>	<b>21,981</b>	<b>18,692</b>	<b>34,562</b>
<b>Expenditures</b>				
Contractual Services	-	-	-	29,328
Supplies & Materials	206	78	12,334	2,114
Program Services	-	25,641	-	3,783
Facilities Maintenance	-	-	-	-
Utilities	-	-	-	-
Public Agency Support	-	-	-	-
Machinery & Equipment	-	-	-	-
<b>Total Expenditures</b>	<b>206</b>	<b>25,719</b>	<b>12,334</b>	<b>35,224</b>
<b>Operating Transfers</b>				
Transfers Out	-	-	-	-
Transfers In	-	10,480	8,000	-
<b>Total Operating Transfers</b>	<b>-</b>	<b>10,480</b>	<b>8,000</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>(206)</b>	<b>6,742</b>	<b>14,358</b>	<b>(663)</b>
<b>Fund Balance - 7/1</b>	<b>12,887</b>	<b>24,276</b>	<b>2,585</b>	<b>52,747</b>
<b>Fund Balance - 3/31</b>	<b>\$ 12,681</b>	<b>\$ 31,018</b>	<b>\$ 16,943</b>	<b>\$ 52,084</b>

**Town of Simsbury  
Trust Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>Eno Wood Trust</u>	<u>Horace Belden Trust</u>	<u>Julia Darling Trust</u>	<u>Kate Southwell Trust</u>	<u>Ellsworth Trust</u>
<b>Revenues</b>					
Trust Distributions	\$ 12,901	\$ 25,466	\$ 11,262	\$ 6,136	\$ -
Interest Income	-	-	-	-	26
<b>Total Revenues</b>	<u>12,901</u>	<u>25,466</u>	<u>11,262</u>	<u>6,136</u>	<u>26</u>
<b>Expenditures</b>					
Salaries & Benefits	-	-	-	-	-
Program Services	-	39,029	11,159	699	1,497
<b>Total Expenditures</b>	<u>-</u>	<u>39,029</u>	<u>11,159</u>	<u>699</u>	<u>1,497</u>
<b>Operating Transfers</b>					
Transfers Out	(21,000)	-	-	-	-
<b>Total Operating Transfers</b>	<u>(21,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	<b>(8,099)</b>	<b>(13,564)</b>	<b>103</b>	<b>5,437</b>	<b>(1,471)</b>
<b>Fund Balance - 7/1</b>	<u>115,927</u>	<u>(746)</u>	<u>12,573</u>	<u>34,353</u>	<u>23,444</u>
<b>Fund Balance - 3/31</b>	<u>\$ 107,828</u>	<u>\$ (14,310)</u>	<u>\$ 12,676</u>	<u>\$ 39,790</u>	<u>\$ 21,973</u>

**Town of Simsbury  
Pension Trust Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>General Government</u>	<u>Police</u>	<u>Board of Education</u>	<u>OPEB</u>
<b>Revenues</b>				
Contributions	\$ 1,375,377	\$ 987,831	\$ 1,475,097	\$ 329,645
Interest & Dividends	267,761	261,989	354,466	220,585
Change in Market Value	3,844,298	3,162,793	4,461,486	3,290,391
<b>Total Revenues</b>	<b><u>5,487,437</u></b>	<b><u>4,412,613</u></b>	<b><u>6,291,049</u></b>	<b><u>3,840,621</u></b>
<b>Expenditures</b>				
Retiree Payments	1,037,645	908,310	1,265,806	-
Admin Expenses	12,717	14,228	31,127	53,729
Custodian Fees	15,154	16,216	12,404	-
Securities Purchased	-	-	-	-
<b>Total Expenditures</b>	<b><u>1,065,516</u></b>	<b><u>938,755</u></b>	<b><u>1,309,337</u></b>	<b><u>53,729</u></b>
<b>Net Change in Fund Balance</b>	<b>4,421,920</b>	<b>3,473,858</b>	<b>4,981,712</b>	<b>3,786,892</b>
<b>Fund Balance - 7/1</b>	<b><u>24,914,721</u></b>	<b><u>746,160</u></b>	<b><u>\$ 24,372,129</u></b>	<b><u>\$ 17,712,214</u></b>
<b>Fund Balance - 3/31</b>	<b><u>\$ 29,336,641</u></b>	<b><u>\$ 21,863</u></b>	<b><u>\$ 29,353,841</u></b>	<b><u>\$ 21,499,106</u></b>

**Town of Simsbury**  
**Capital Project Fund**  
**Schedule of Expenditures Compared with Appropriations**  
**For the Period Ended March 31, 2021**

Expected Completion	Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
		Balance	Current	Balance	Balance	Current	Balance		
		June 30, 2020	Year	Mar 31, 2021	June 30, 2020	Year	Mar 31, 2021		
<b>Sewer Fund Projects</b>									
2021	Project 2010 - Woodland Street Upgrade	\$ 260,000	\$ -	\$ 260,000	\$ 243,810	\$ 4,809	\$ 248,619	\$ -	\$ 11,381
2021	Sewer Main Ext - Woodland Street Upgrade	371,000	-	371,000	281,284	-	281,284	-	89,716
March 2021	36 Drake Hill Rd Dike Analysis	75,000	-	75,000	-	21,325	21,325	-	53,675
March 2021	Phosphorus Removal Analysis	150,000	-	150,000	-	26,432	26,432	108,023	15,545
March 2021	WPC Plan update	100,000	-	100,000	5,651	-	5,651	-	94,349
April 2021	Jet/Flush Truck	175,000	-	175,000	-	-	-	154,479	20,521
Completed	Primary Clarifier	75,000	-	75,000	18,046	6,931	24,977	-	50,023
April 2021	Plant Logic Controllers	250,000	-	250,000	80,059	22,320	102,379	6,012	141,609
September 2021	Sec Clarifier Weir Covers	-	275,000	275,000	-	12,630	12,630	29,470	232,900
<b>Town Projects</b>									
On Going	Town Security Measures	77,600	-	77,600	52,909	-	52,909	-	24,691
Completed	Open Space - Betty Hudson Property	275,000	-	275,000	253,909	22,352	276,261	36	(1,297)
Completed	Senior/Community Center Design	321,699	-	321,699	163,596	-	163,596	-	158,103
December 2021	Bridge Improvements (Design-FY15)	115,000	-	115,000	76,517	(7,040)	69,477	10,760	34,763
Spring 2021	Technology Infrastructure	635,395	-	635,395	544,784	9,569	554,352	22,431	58,612
Spring 2021	Weatogue Planning Route 10 and Code Prep	57,000	-	57,000	6,000	15,600	21,600	10,940	24,460
December 2021	Town Hall Site and Safety Improvements	45,000	-	45,000	13,620	-	13,620	-	31,380
June 2021	Project Planning Fund	28,000	-	28,000	21,300	1,604	22,904	6,664	(1,568)
December 2023	Multi-Use Connections & Master Plan Updates	1,160,000	-	1,160,000	181,296	20,840	202,136	64,377	893,488
December 2021	Open Space Planning Improvements	705,410	-	705,410	675,519	6,392	681,912	5,001	18,497
December 2021	Dam Evaluations and Repairs	220,000	-	220,000	142,857	30,964	173,820	1,560	44,620
Completed	Public Works Complex Infrastructure Improvements	700,000	-	700,000	671,054	31,038	702,093	-	(2,093)
December 2021	Town Hall Site and Safety Improvements	385,000	-	385,000	24,073	17,600	41,673	6,000	337,327
Spring 2021	Land Use Studies	92,500	-	92,500	19,246	-	19,246	-	73,254
Completed	Storage Building	65,000	-	65,000	36,647	-	36,647	-	28,353
Completed	Street Lighting Purchase / Lighting Improvements	400,000	13,000	413,000	17,829	118,234	136,063	248,769	28,167
Completed	Cold Storage Facility	380,000	-	380,000	384,612	-	384,612	-	(4,612)
September 2021	Town Facilities Master Plan	400,000	-	400,000	45,495	76,463	121,957	104,288	173,755
Completed	Library Interior/Parking Renovations	584,500	-	584,500	325,192	65,628	390,820	-	193,680
December 2021	Zoning Regulation Update	65,000	-	65,000	2,500	-	2,500	-	62,500
December 2021	Bridge Improvements	805,000	-	805,000	227,162	58,403	285,565	113,736	405,699
June 2022	Multi-Use Trail	1,020,000	-	1,020,000	-	-	-	-	1,020,000
June 2021	Highway Pavement Management	845,000	-	845,000	816,820	-	816,820	-	28,180
June 2021	Greenway Improvements	412,054	-	412,054	197,399	136,500	333,899	-	78,155
Completed	Fencing at Bandshell (PAC)	100,000	-	100,000	33,000	66,907	99,907	-	94
On Going	Highway Pavement Management	(290,395)	1,845,800	1,555,405	-	1,074,345	1,074,345	-	481,059
On Going	Greenway Improvements	92,706	135,000	227,706	-	14,714	14,714	22,300	190,691
On Going	Sidewalk Reconstruction	(41,165)	200,000	158,835	-	68,871	68,871	85,432	4,532
June 2021	Accounting System	350,000	-	350,000	145,041	56,675	201,716	148,284	-
TBD	Eno Entrance and ADA Improvements	128,841	-	128,841	-	-	-	-	128,841
June 2021	Bike & Pedestrian Crossing	-	169,764	169,764	-	128,612	128,612	40,629	523
Spring 2021	Wing Plow Truck	-	258,000	258,000	-	-	-	236,352	21,648

**Town of Simsbury  
Capital Project Fund  
Schedule of Expenditures Compared with Appropriations  
For the Period Ended March 31, 2021**

Expected Completion	Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
		Balance June 30, 2020	Current Year	Balance Mar 31, 2021	Balance June 30, 2020	Current Year	Balance Mar 31, 2021		
June 2021	PW Facility Paving & Drainage	-	330,000	330,000	-	331,992	331,992	-	(1,992)
December 2021	Radio System Upgrade	-	1,202,000	1,202,000	-	175,622	175,622	-	1,026,378
<b>Education Projects</b>									
Needs Audit	HJMS Phase 1A	1,255,000		1,255,000	1,168,450	-	1,168,450	-	86,550
Needs Audit	Squadron Line Main Office Project	1,050,000		1,050,000	868,830	-	868,830	-	181,170
September 2021	Climate Control Phases 1 (FY16) & 2 (FY17)	3,100,000		3,100,000	2,447,067	216,235	2,663,302	305,688	131,010
Needs Audit	Central School Roof Replacement	770,000		770,000	620,902	-	620,902	-	149,098
Needs Audit	HJMS Renovation - Phase 2	1,950,000		1,950,000	1,752,409	(35,000)	1,717,409	-	232,591
TBD	Boiler Replacement Latimer	900,000		900,000	-	-	-	-	900,000
September 2021	School Security Improvements	850,000		850,000	808,561	26,562	835,123	2,320	12,558
June 2021	School Facility Master Plan	200,000		200,000	189,411	40	189,451	1,287	9,263
Completed	District Network Infrastructure	400,000		400,000	235,165	167,228	402,394	-	(2,394)
June 2021	HJMS Renovation - Phase 3	23,965,620		23,965,620	16,530,774	3,007,371	19,538,145	1,509,518	2,917,957
Completed	Underground Tank Replacement	325,000		325,000	335,226	1,945	337,171	-	(12,171)
September 2021	District Security Improvements	750,000		750,000	47,158	79,048	126,206	67,201	556,593
September 2021	SHS Partial Roof Replacement	2,600,000		2,600,000	49,597	16,215	65,813	1,901,325	632,862
September 2021	District Network Infrastructure	-	500,000	500,000	-	492,992	492,992	-	7,008
		<u>\$ 49,705,764</u>	<u>\$ 4,928,564</u>	<u>\$ 54,634,328</u>	<u>\$ 30,760,776</u>	<u>\$ 6,588,969</u>	<u>\$ 37,349,745</u>	<u>\$ 5,212,881</u>	<u>\$ 12,071,702</u>

**Town of Simsbury**  
**Capital Non-Recurring Fund**  
**Schedule of Expenditures Compared with Appropriations**  
**For the Period Ended March 31, 2021**

Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
	Balance	Current	Balance	Balance	Current	Balance		
	June 30, 2020	Year	Mar 31, 2021	June 30, 2020	Year	Mar 31, 2021		
FY16 CNR Projects	1,225,013	-	1,225,013	1,210,324	-	1,210,324	-	14,689
FY17 CNR Projects	1,134,004	-	1,134,004	1,115,535	-	1,115,535	-	18,469
FY18 CNR Projects	1,151,121	-	1,151,121	1,102,139	-	1,102,139	-	48,982
FY19 CNR Projects	1,194,450	-	1,194,450	1,095,133	99,155	1,194,288	895	(733)
CNR Reserve (5 Year Payback)	1,900,000	-	1,900,000	-	-	-	-	1,900,000
CNR Assessor	121,500	60,000	181,500	-	-	-	-	181,500
Deep Water Wind	15,000	-	15,000	350	-	350	-	14,650
Automated Book Handler	73,640	-	73,640	66,409	-	66,409	-	7,231
Police Cruisers	-	141,000	141,000	-	-	-	-	141,000
Radio Feasibility Study	35,000	-	35,000	-	-	-	-	35,000
Ash Borer Tree Mitigation	-	35,400	35,400	-	17,755	17,755	18,745	(1,100)
Eno Clock Tower Repairs	21,000	21,000	42,000	-	33,174	33,174	1,746	7,080
PW Truck Replacement	-	180,000	180,000	-	170,853	170,853	-	9,147
PW PU Truck Replacement	40,000	-	40,000	-	35,127	35,127	-	4,873
Infrared Asphalt Trailer	37,000	-	37,000	-	-	-	-	37,000
Sanitary Sewer Lining	100,000	-	100,000	-	-	-	-	100,000
CPR PU Truck Replacement	-	41,839	41,839	-	30,973	30,973	10,450	416
Ice Rink Condenser	121,200	-	121,200	9,522	115,905	125,427	97,523	(101,750)
Paddle Court Maintenance	12,000	-	12,000	9,540	-	9,540	-	2,460
SF Security Fencing	30,000	-	30,000	-	-	-	30,001	(1)
Ice Rink Roof Painting	50,000	-	50,000	-	50,877	50,877	-	(877)
Playscapes	50,000	-	50,000	-	-	-	-	50,000
Plow & Sander Replacement	15,000	-	15,000	14,984	-	14,984	-	16
PEGPETIA Tech Equipment	75,310	-	75,310	-	30,678	30,678	-	44,632
Various Drainage Improvements	-	125,000	125,000	-	4,348	4,348	-	120,652
Rec/PAC Building Staining	-	85,000	85,000	-	23,247	23,247	24,320	37,433
Rink Control Panel	48,000	60,000	108,000	-	-	-	-	108,000
Parking Feasibility Study	-	30,000	30,000	-	4,350	4,350	-	25,650
P&R Garage Ventilation	-	10,000	10,000	-	-	-	-	10,000
Soft Body Armor	-	21,000	21,000	-	939	939	-	20,061
Patrol Supervisor Cruisers	-	110,000	110,000	-	-	-	-	110,000
Sewer Imp - Lining/Root Control	-	100,000	100,000	-	47,015	47,015	-	52,985
Dial A Ride Van	-	63,000	63,000	-	-	-	-	63,000
Mobile Data Terminals	-	55,000	55,000	-	58,802	58,802	-	(3,802)
Dump Truck	-	51,000	51,000	-	-	-	36,940	14,060
Woodland/Hopmeadow Sewer	-	50,000	50,000	-	35,537	35,537	9,463	5,000
Greens Mower	-	45,000	45,000	-	-	-	-	45,000
Building Permit Software	-	27,700	27,700	-	-	-	-	27,700
Snow Plow	-	20,000	20,000	-	-	-	19,120	880
P&R Signage	-	16,000	16,000	-	-	-	-	16,000

Town of Simsbury  
 Capital Non-Recurring Fund  
 Schedule of Expenditures Compared with Appropriations  
 For the Period Ended March 31, 2021

Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
	Balance June 30, 2020	Current Year	Balance Mar 31, 2021	Balance June 30, 2020	Current Year	Balance Mar 31, 2021		
Fingerprint System	-	19,000	19,000	-	-	-	-	19,000
Hopbrook Landing Irrigation	10,000	-	10,000	-	9,952	9,952	-	48
PW Utility Van	46,000	-	46,000	-	-	-	34,717	11,283
SF Rink Fencing	8,000	-	8,000	-	6,450	6,450	-	1,550
Police Admin Vehicles	138,000	-	138,000	-	-	-	96,345	41,655
Police Body/Dash Cameras	114,580	-	114,580	-	116,420	116,420	-	(1,840)
Network Storage & Virtual Env	-	130,000	130,000	-	122,736	122,736	-	7,264
Buses/Vehicles/Equipment	63,911	330,000	393,911	-	97,055	97,055	-	296,856
Ceiling/Floor Replacement	50,000	50,000	100,000	-	-	-	-	100,000
Interior Improvements	70,500	70,500	141,000	-	119,574	119,574	-	21,427
Plumbing/Electric Modifications	10,000	10,000	20,000	-	-	-	-	20,000
Exterior Improvements	58,000	58,000	116,000	-	26,200	26,200	6,500	83,300
Equipment	52,000	52,000	104,000	-	-	-	46,070	57,930
	<u>\$ 8,070,229</u>	<u>\$ 2,067,439</u>	<u>\$ 10,137,668</u>	<u>\$ 4,623,935</u>	<u>\$ 1,257,122</u>	<u>\$ 5,881,058</u>	<u>\$ 432,835</u>	<u>\$ 3,765,846</u>



TO: Members of the Board of Education  
FROM: Matthew T. Curtis, Superintendent of Schools  
RE: Financial Report/Quarterly Budget Analysis  
DATE: April 27, 2021

Below is the third quarter budget analysis of the Simsbury Public Schools for fiscal year 2020-21.

## Revenues

Summary of the District's State grant awards:

- **Open Choice Academic and Social Support** – Funding is used to promote academic and social success for students participating in the Hartford Region Choice program. Simsbury was awarded \$186,625 in the current fiscal year, an increase of \$7,025 compared to the prior fiscal year. In April, the district was notified of an additional award of \$7,000 to be utilized by June 30, 2021.
- **Open Choice Attendance & Early Learning** - Funding is used to support salaries and benefits for 7 FTE certified staff, tutors, magnet school tuitions, additional Choice student supports, equipment and preschool development. Simsbury was awarded \$1,543,932 in the current fiscal year, a decrease of \$67,672 compared to the prior fiscal year.
- **Special Education Placements & Excess Cost** – Funding is provided to reimburse the District for special education costs in excess of 4.5 times the cost of educating a regular education student. The final award is \$1,874,527, an increase of \$233,944 compared to the prior fiscal year.
- **Adult Education** – Funding to support Connecticut mandated adult education programs administered by the District's Department of Continuing Education. Simsbury has not received its current year award from the State as of yet. The current year preliminary award is \$14,852, a decrease of \$775 compared to the prior fiscal year.
- **Private School Health Services** – Funding to support private school health services provided by the District's health services staff as required by Connecticut statute. The current year award is \$18,709, an increase of \$2,080 compared to the prior fiscal year.
- **Talent Development (TEAM)** – Funding provides partial reimbursement for TEAM mentor stipends. The current year award is \$4,302, a decrease of \$713 compared to the prior fiscal year.

Summary of the District's Federal grant awards:

- **Title I – Improving Basic Programs** – Funding is used to pay for tutor costs as well as instructional materials and equipment. Simsbury was awarded \$129,167 in the current fiscal year, an increase of \$12,062 compared to the prior fiscal year.
- **Title II Part A – Teacher Quality** – Funding is used to recruit and retain highly qualified teachers and provide professional development to teachers and principals. Simsbury was awarded \$63,354 in the current fiscal year, an increase of \$595 compared to the prior fiscal year.
- **Title III Part A – English Language Acquisition** - Funding is used to assist students whose native language is other than English in order to obtain English proficiency and literacy. Simsbury was awarded \$8,395 in the current fiscal year, a decrease of \$679 compared to the prior fiscal year.
- **Title IV, Part A – Student Support & Academic Enrichment** – Funding is used to (1) provide all students with access to a well-rounded education, (2) improve school conditions for student learning and (3) improve the use of technology in order to improve the academic achievement and digital literacy of all students. Simsbury was awarded \$10,000 in the current fiscal year. No change from prior year funding.
- **IDEA – Part B and Pre-School** - Funding is used to support the education of identified students; salaries for teaching and support staff, outside consulting, transportation, tuition, instructional supplies and equipment. Simsbury was awarded \$1,045,565 in the current fiscal year, an increase of \$35,306 compared to the prior fiscal year.

- **Carl Perkins** – Funding is used to develop the academic, career and technical skills of secondary students who elect to enroll in career and technical education programs. Specific expenditures supported by the grant include substitute coverage for professional development, student transportation and equipment. Simsbury was awarded \$31,696 in the current fiscal year, an increase of \$1,307 compared to the prior fiscal year.
- **Coronavirus Relief (CRF)/ESSER** – Funding was provided for Coronavirus related expenditures which included technology (Chrome Books, webcams with microphones and Bluetooth speakers), salaries (custodial floaters) and supplies and equipment (desks and shields, tent rentals and PPE supplies). To date, the district has been awarded \$906,378.
- **Medicaid School Based Child Health Program** – Connecticut Statute mandates the district's participation in the Medicaid School Based Child Health Program. Net reimbursements are approximately \$20,000 annually.

Summary of the District's private grant awards:

- **Confucius Classrooms** – Funding is awarded through the Asia Society for instructional and professional development costs related to the learning of Chinese culture and language. Simsbury was awarded \$10,000 in the current fiscal year. No change from prior year funding.

## Expenditures

<u>General Fund</u>	<b>2020-21</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2019-20</b>
	<u>Revised Budget</u>	<u>YTD Expenditures</u>	<u>YTD Expenditures</u>	<u>% Spent</u>	
General Control	2,220,471.50	1,649,088.50	1,686,966.89	74.27%	78.20%
Instruction	44,569,600.00	30,474,920.40	29,619,036.68	68.38%	67.64%
Health Services	727,844.00	517,013.57	506,210.33	71.03%	71.56%
Pupil Transportation	2,796,777.00	2,004,466.78	1,825,919.46	71.67%	66.58%
Operation of Plant	4,828,154.00	3,824,747.07	3,596,047.70	79.22%	77.00%
Maint of Plant/Equipment	1,276,522.00	1,042,153.66	1,091,367.00	81.64%	85.50%
Insurance/Pension	13,594,883.00	10,949,422.66	10,559,610.04	80.54%	79.81%
Food Services	8,895.50	6,879.60	6,433.00	77.34%	75.02%
Student Body Activities	688,084.00	362,075.12	383,827.19	52.62%	56.60%
Community Services	32,563.00	1,083.95	15,273.20	3.33%	46.90%
Equipment-New/Replace	147,680.00	163,122.43	198,680.00	110.46%	100.00%
Out of District Tuition	1,417,000.00	298,215.07	712,812.71	21.05%	51.21%
<b>Total Public Budget</b>	<b>72,308,474.00</b>	<b>51,293,188.81</b>	<b>50,202,184.20</b>	<b>70.94%</b>	<b>70.83%</b>

General Control – An implemented spending freeze and a re-structuring of Business Office staff have reduced the rate of spending compared to the prior year.

Instruction – Increased expenditures are mainly related to the hiring of 5 teachers to support distance learning needs.

Transportation – Increased transportation costs are a result of a re-negotiated contract with Salter's to help support their operations in the summer months. Due to the impact of COVID-19, decrease in costs related to athletics and summer transportation will help offset the increased cost.

Operation of Plant – Increased expenditures are a direct result of COVID-19. There were additional purchases for plexiglass, cleaning and sanitizing supplies, custodial overtime and the hiring of 3 additional custodians.

Insurance/Pension – Increased expenditures are due to increased health insurance rates and a larger defined benefit pension payment in the current year compared to the prior year. All increases were anticipated and in accordance with budget.

Student Body Activities/Community Services – Decreased expenditure are a direct result of the COVID-19 pandemic which has caused the cancellation of extracurricular activities and programs.

Equipment – New/Replace – Equipment purchases are showing over budget due to COVID-19. Additional equipment purchases were made in the current year to accommodate remote learning.

Out of District Tuition – Decrease in expenditures is due to the timing of vendor payments. As previously reported a deficit in this category is projected because of unanticipated outplacement costs. The district has received additional excess cost reimbursement due to an increase in the uncapped entitlement threshold from 70.89% in prior year to 80.31% in the current year which will help offset the anticipated deficit. Based on preliminary estimates, we expecting a deficit of about \$200,000.



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** FY21/22 Setting of the Mill Rate

2. **Date of Board Meeting:** May 18, 2021

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

Amy Meriwether, Finance Director

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

If the Board of Finance supports a mill rate of 37.41 mills, the following motion is order:

*Move, effective May 18, 2021 to set the mill rate for the Fiscal Year 2021/2022 at 37.41 mills*

5. **Summary of Submission:**

Pursuant to Simsbury Charter Section 406, the Town of Simsbury held its annual budget referendum on May 4, 2021. Residents voted on the following expenditures, which ultimately passed.

### ***Operating Budgets***

Board of Selectmen Budget - \$24,979,980

Board of Education Budget - \$73,881,930

Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms, Non-Public Schools, Debt Retirement/Capital and Capital Non-Recurring Budgets - \$14,666,200

### ***Capital Project Budgets***

Latimer Lane Elementary School Renovation & Expansion - \$36,792,406

Berm Improvements at Water Pollution Control - \$3,250,000

Purchase of Meadowood Property - \$2,515,860

The final step in the budget making process is for the Board of Finance to formally set the mill rate for FY21/22. The proposed mill rate identified during the budget process was 37.41 mills.

At the Annual Meeting of the Simsbury Fire District held on May 10, 2021, the mill rate for the Fire District for FY21/22 was set at 1.22 mills.

6. **Financial Impact:**

The current FY20/21 Town mill rate is set at 37.09 mills. The current FY20/21 Fire District mill rate is set at 1.19 mills. If the Board of Finance approves the proposed mill rate of 37.41 for the Town, this will be a combined mill rate for the Town of Simsbury and Fire District of 38.63 mills, which is an increase of 0.35 mills or 0.91%. This is about a \$75 increase to the median home tax payer.

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

None



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

- Title of Submission:** Supplemental Appropriation for North End Sidewalk Project
- Date of Board Meeting:** May 18, 2021
- Individual or Entity Making the Submission:**  
Maria Capriola, Town Manager; Amy Meriwether, Finance Director; Thomas Roy, Public Works Director
- Action Requested of the Board of Finance:**  
If the Board of Finance approves the supplemental appropriation for the North End sidewalk project, the following motion is order:

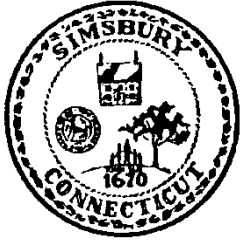
*Move, effective May 18, 2021 to approve the supplemental appropriation request for the North End sidewalk project as presented.*

- Summary of Submission:**  
In August 2020, the Town was awarded an \$809,600 LOTCIP (Local Transportation Capital Improvement Program) grant for the construction of nearly 1 mile of sidewalk in the North End of Simsbury along Hopmeadow Street, from Hoskins to the DOT Park and Ride Facility. As we have progressed through the preliminary design phase for this important project, the CT DOT has provided review comments that will result in minor changes to the proposed work and an increase of \$147,600 to the project. These increases are to account for: \$100,000 in DOT traffic signal improvements, \$27,400 for drainage improvements and \$20,000 dollars for a section of brick pavers between the sidewalk and the roadway that is too narrow to accommodate grass. There are other minor cost modifications (increases and decreases) resulting in the revised estimated construction/grant value of \$957,200.

Through the FY 21/22 budgeting process, the capital project has been created, but for the original grant award amount of \$809,600. A supplemental appropriation of \$147,600, to a total budget of \$957,200, is needed to account for the dollars associated with the increased grant award and related costs.

This item was reviewed and approved by the Board of Selectmen at their regular meeting on May 10, 2021.

- Financial Impact:**  
The LOTCIP grant program will cover all eligible construction costs for this project up to \$957,200; the Town is not responsible for funding the additional \$147,600 in project costs.
- Description of Documents Included with Submission:**  
None



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Approval of Tax Collector Suspense List

2. **Date of Board Meeting:** May 18, 2021

3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer; Colleen O'Connor, Tax Collector

4. **Action Requested of the Board of Finance:**  
If the Board of Finance supports the recommendation of the Tax Collector, the following motion is in order:

*Move, effective May 18, 2021 to approve the suspense list in the amount of \$88,866.42 and authorize Tax Collector Colleen O'Connor to transfer these accounts to the Suspense Tax Book.*

5. **Summary of Submission:**  
Each year, a suspense list is prepared for taxes that are deemed uncollectible. Taxes may be placed in suspense for a variety of reasons, including uncollectible motor vehicle taxes resulting from a taxpayer moving out of state, motor vehicle taxes for deceased taxpayers, or taxes that are uncollectible due to a federal bankruptcy discharge.

Regular motor vehicle and supplemental motor vehicle taxes comprise most of the suspense list. Most of the accounts that the Tax Collector is requesting to be moved to the suspense list have moved out of town or out of state. All motor vehicle accounts are held at the Department of Motor Vehicles and the taxpayers who still live in Connecticut will not be able to register a car in the State until the taxes are paid. All of the motor vehicle tax bills have been sent to a collection agency this month.

All of the personal property taxes have been turned over to the State Marshal for collections.

6. **Financial Impact:**  
If approved, \$88,866.42 will be placed in suspense. The accounts will remain collectible for 15 years.

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

- Letter from Tax Collector with Suspense List



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Colleen O'Connor, CC/MC - Tax Department*

May 3, 2021

Robert Pomeroy  
Chairman  
Board of Finance

Dear Mr. Pomeroy:

I am submitting to the Board of Finance the annual Suspense List, which I am asking the Board to approve in the amount of \$88,866.42

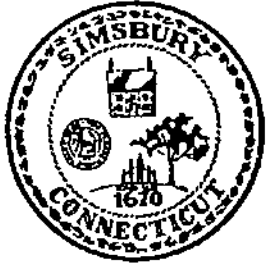
The regular motor vehicle and supplement motor vehicle taxes make up most of the Suspense List. The Department of Motor Vehicles now lets you register every 3 years. All motor vehicle accounts are held up at the Department of Motor Vehicles and the tax payers who still live in Connecticut will not be able to register a car in the state until the taxes are paid, but they now can wait 3 years to pay where before it was 2 years. All of the motor vehicle bills have been sent to a collection agency this month. (TaxServ).

All of the other Personal Property accounts have been turned over to the State Marshal for collections.

If you have any further questions, please feel free to call and we can discuss them.

Sincerely,

Colleen O'Connor  
Tax Collector



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Colleen O'Connor, CCMC - Tax Department*

Robert Pomeroy  
Chairman  
Board of Finance

RE: APPROVAL OF SUSPENSE LIST IN THE AMOUNT OF \$ 88,866.42

To the best of my knowledge and belief the tax shown is uncollectible and approval is requested to transfer these accounts to the Suspense Tax Book.

Respectfully submitted *Colleen O'Connor* Tax Collector  
Colleen O'Connor

Approved by \_\_\_\_\_ Chairman  
Robert Pomeroy, BOARD OF FINANCE

Please sign and return  
Copy to be filed with Town Clerk

DATE \_\_\_\_\_

Telephone (860) 658-3238  
Facsimile (860) 658-3285

[cocannon@simsbury-ct.gov](mailto:cocannon@simsbury-ct.gov)  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

*An Equal Opportunity Employer*  
8:30 - 7:00 Monday  
8:30 - 4:30 Tuesday through Thursday  
Friday 8:30 - 1:00





# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Colleen O'Connor, CCMC*  
*Tax Department*

## TOWN OF SIMSBURY SUSPENSE LIST June 2021

### MOTOR VEHICLE REGULAR

LIST OF 2018	\$64,489.19
<b>TOTAL</b>	<b>\$64,489.19</b>

### MOTOR VEHICLE SUPPLEMENTAL

LIST OF 2018	\$ 17,189.17
<b>TOTAL</b>	<b>\$ 17,189.17</b>

## TOWN OF SIMSBURY SUSPENSE June 2021

### PERSONAL PROPERTY

LIST OF 2016	\$ 349.56
LIST OF 2017	\$ 1,247.22
LIST OF 2018	\$ 5,591.28
<b>TOTAL</b>	<b>\$ 7,188.06</b>

**TOTAL SUSPENSE**  
**\$ 88,866.42**

Telephone (860) 658-3238  
Facsimile (860) 658-3285

[cocconnor@simsbury-ct.gov](mailto:cocconnor@simsbury-ct.gov)  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

*An Equal Opportunity Employer*  
8:30 - 7:00 Monday  
8:30 - 4:30 Tuesday through Thursday  
Friday 8:30 - 1:00

Town - Personal property

Bill #	Dist Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2016-02-0040081	BEASON-BROWN SOPHIA DDS LLC	01	MAIL RETURNED	05/03/2021	349.56			
	200 FISHER DRIE AVON, CT	381	HOPMEADOW STREET					
	# Of Acct: 1				349.56			
PERSONAL PROPERTY								
TOTAL : 1					349.56			

2017-02-0040083	BEASON-BROWN SOPHIA DDS LLC	01	MAIL RETURNED	05/03/2021	253.32			
	200 FISHER DRIVE AVON, CT	381	HOPMEADOW STREET					
	SIMSBURY PEACHWAVE LLC	05	OUT OF BUSINESS	05/03/2021	993.90			
	720 HOPMEADOW STREET SIMSBURY, CT	720	HOPMEADOW STREET					
	# Of Acct: 2				1,247.22			
PERSONAL PROPERTY								
TOTAL : 2					1,247.22			

2018-02-0040159	CHECKERED FLAG AUTO SALES LLC	02	CANNOT LOCATE	05/03/2021	369.48			
	7 ROBIN ROAD SOUTHWICK, MA	20	MAIN STREET					
	CHIMNEY AND MASONARY SERVICES LLC	05	OUT OF BUSINESS	05/03/2021	182.88			
	P O BOX 191 SIMSBURY, CT	542	1/2 HOPMEADOW STREET					
	GOODWIN LAURIE	09	SUSPENSE	05/03/2021	126.66			
	314 FIRETOWN ROAD SIMSBURY, CT	314	FIRETOWN ROAD					
	120 WEST STREET SIMSBURY, CT	02	CANNOT LOCATE	05/03/2021	924.60			
	JOHN E RUZSBATZKY	10	MOVED OUT OF TOWN	05/03/2021	573.44			
	1695 ELLINGTON ROAD SUITE 202 SOUTH WI	81	TERRYS PLAIN ROAD					
	QUANTTATIVE STRATEGIES GROUP LLC	10	MOVED OUT OF TOWN	05/03/2021	1,076.12			
	92 HOPMEADOW STREET WEATOGUE, CT	92	HOPMEADOW STREET					
	SOLDATE BERNARD J	04	DECEASED	05/03/2021	88.86			
	136 STRATTON BROOK ROAD SIMSBURY, CT	136	STRATTON BROOK ROAD					
	ZOO GYM SIMSBURY LLC	05	OUT OF BUSINESS	05/03/2021	2,249.24			
	377 SOUTH WILLOW ST UNIT B1-1 MANCHESTER	530	BUSHY HILL RD					
	# Of Acct: 8				5,591.28			
PERSONAL PROPERTY								
TOTAL : 8					5,591.28			

YR : 2018 Grand Total: 11

7,188.06



Process Suspense Report  
 TOWN OF STIMSBURY Date: 05/03/2021 Time: 13:30:34  
 Condition (s): Year: , Type: 04 - WVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2018-04-0082617	PIETERSE ANDREW J			05/03/2021	172.79			172.79
2018-04-0082622	PIMENTEL CABRERA TANIA S			05/03/2021	94.61			94.61
2018-04-0082623	PIMENTEL-CABRERA ERIKA			05/03/2021	50.27			50.27
2018-04-0082624	PIMENTEL-CABRERA ERIKA			05/03/2021	148.76			148.76
2018-04-0082678	PUPO JENNIFER L			05/03/2021	301.36			301.36
2018-04-0082695	RAJAGOPALAN KRITHIKAA			05/03/2021	389.25			389.25
2018-04-0082734	REYNOLDS-MGBELTUME CACINA			05/03/2021	206.38			206.38
2018-04-0082789	ROCHER JANICE L			05/03/2021	226.53			226.53
2018-04-0082790	ROCHER JANICE L			05/03/2021	144.24			144.24
2018-04-0082819	ROSARIO-MORA VICTOR P			05/03/2021	215.75			215.75
2018-04-0082837	ROTENBERG JOSHUA A			05/03/2021	154.47			154.47
2018-04-0082867	RYLANDS SCOTT J			05/03/2021	100.46			100.46
2018-04-0082881	SALEMAH METREK M			05/03/2021	210.30			210.30
2018-04-0082904	SAVAGE MARK A			05/03/2021	7.84			7.84
2018-04-0082905	SAVAGE MARK A			05/03/2021	37.66			37.66
2018-04-0082951	SEELANDER MICHAEL			05/03/2021	213.47			213.47
2018-04-0083062	SLAUNWHITE JOHN F			05/03/2021	330.66			330.66
2018-04-0083063	SLAUNWHITE JOHN F			05/03/2021	26.50			26.50
2018-04-0083103	SOUSARGUIAR-SILV JACINTA D			05/03/2021	49.60			49.60
2018-04-0083195	TAYLOR KENDALL M			05/03/2021	199.89			199.89
2018-04-0083405	VANSCHULT JADE B			05/03/2021	225.41			225.41
2018-04-0083407	VARCOE CRAIG A			05/03/2021	46.84			46.84
2018-04-0083523	WARD VICTORIA A			05/03/2021	246.54			246.54
2018-04-0083555	WEST BRYAN D			05/03/2021	29.56			29.56
2018-04-0083557	WEST MATTHEW P			05/03/2021	275.91			275.91
2018-04-0083562	WHARTON DONNA D			05/03/2021	94.79			94.79
2018-04-0083582	WILLIAMS KADITAH K			05/03/2021	65.72			65.72
2018-04-0083598	WOCHOMURKA DONAL L SR			05/03/2021	70.16			70.16
2018-04-0083663	THORGAISEN JASON PAUL			05/03/2021	450.64			450.64
2018-04-0083664	GLAZIER DIMOCK B			05/03/2021	5.45			5.45
2018-04-0083671	DEPEO JOSEPH A			05/03/2021	148.87			148.87
2018-04-0083673	SPOONER DANIEL			05/03/2021	18.47			18.47
MOTOR VEHICLE SUPPLEMENTAL								
	# Of Acct: 88				17,189.14			17,189.14
	YR : 2018	TOTAL :			17,189.14			17,189.14

Grand Total: 88

17,189.14



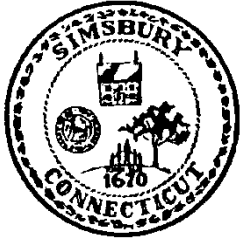








Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/Suspsewer	Due/Susp	Total
2018-03-0068574	TOOKER KRISTIN H			05/03/2021	141.82			141.82
2018-03-0068594	TORRES ZORAIDA			05/03/2021	60.09			60.09
2018-03-0068823	TOYOTA LEASE TRUST			05/03/2021	1,075.19			1,075.19
2018-03-0068897	TRAINHAM LARISSA L			05/03/2021	320.21			320.21
2018-03-0068940	TRESSY TIMOTHY P			05/03/2021	185.48			185.48
2018-03-0069091	UDAYAKUMAR VIGNESH			05/03/2021	280.27			280.27
2018-03-0069250	VANSCHILT JADE B			05/03/2021	18.66			18.66
2018-03-0069290	VAUGHN JOSHUA K			05/03/2021	88.08			88.08
2018-03-0069745	WALKER ERIC J			05/03/2021	76.51			76.51
2018-03-0069913	WEHRLY BARBARA A			05/03/2021	82.85			82.85
2018-03-0069914	WEHRLY BARBARA A			05/03/2021	167.19			167.19
2018-03-0069992	WENDORFF JOHN L			05/03/2021	73.15			73.15
2018-03-0070016	WESLOWSKI MARIAN			05/03/2021	68.30			68.30
2018-03-0070040	WHALEN RICHARD E			05/03/2021	311.62			311.62
2018-03-0070238	WILLIAMS LIVINGSTON G			05/03/2021	18.66			18.66
2018-03-0070374	WOLF DOLORES W			05/03/2021	86.21			86.21
2018-03-0070402	WOOD LAUREN H			05/03/2021	89.57			89.57
2018-03-0070403	WOOD LAUREN H			05/03/2021	199.29			199.29
2018-03-0070637	ZAYLOR STEPHEN			05/03/2021	231.76			231.76
2018-03-0070660	ZELLEN DEBRA A			05/03/2021	521.36			521.36
2018-03-0070711	ZILINSKY LEIGH H			05/03/2021	540.77			540.77
2018-03-0070720	ZINN HANNAH L			05/03/2021	276.17			276.17
2018-03-0070727	ZMARZLY HALEY N			05/03/2021	437.02			437.02
2018-03-0070737	ZORRILLA-GRADOS ROGER A			05/03/2021	402.31			402.31
2018-03-0070738	ZORRILLA-GRADOS ROGER A			05/03/2021	194.06			194.06
2018-03-0070781	RAJAPPA DILIPA B			05/03/2021	22.88			22.88
2018-03-0070792	LYONS WILLIAM G			05/03/2021	66.80			66.80
2018-03-0070893	THORNTON JORDAN			05/03/2021	278.78			278.78
2018-03-0070942	CAFFEY KERRY A			05/03/2021	186.01			186.01
2018-03-0070957	DEFEO JOSEPH A			05/03/2021	73.15			73.15
2018-03-0070963	RED DOOR HOMES LLC			05/03/2021	2,584.78			2,584.78
2018-03-0070965	PARISE JESSICA S			05/03/2021	309.57			309.57
	MOTOR VEHICLE				64,489.19			64,489.19
	# Of Acct: 256	09	SUSPENSE					
YR : 2018	TOTAL : 256				64,489.19			64,489.19
Grand Total: 256					64,489.19			64,489.19



# Town of Simsbury

933 Hopmeadow Street Simsbury, Connecticut 06070

## Board of Finance Agenda Item Submission Form

1. **Title of Submission:** Request to Establish a Special Revenue Fund

2. **Date of Board Meeting:** May 18, 2021

3. **Individual or Entity Making the Submission:**  
Amy Meriwether, Finance Director/Treasurer

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

If the Board of Finance supports one of the recommendations outlined below, one of the following motions is in order:

*Move, effective May 18, 2021 to establish The Gellert Special Revenue Fund and transfer \$71,474.51 into the newly created fund from the Social Services Contributions Special Revenue Fund.*

*Or*

*Move, effective May 18, 2021 to transfer \$71,474.51 from the Social Services Contributions Special Revenue Fund to the Capital Reserve Fund for its intended purpose of the new construction of or major improvements to the Senior Center.*

*Or*

*Move, effective May 18, 2021 to transfer \$71,474.51 from the Social Services Contributions Special Revenue Fund to the Capital Projects Fund and formally create a capital project for the construction of or major improvements to the Senior Center.*

5. **Summary of Submission:**

Mr. Theodore S. Gellert, a long-time Simsbury resident, passed away at the age of 94 on August 19, 2009. Mr. Gellert was an active member of the Simsbury Senior Center, where he participated in a variety of programs and events as well as generously volunteered his time and talents. Upon his death, the Town of Simsbury was notified that the Simsbury Senior Center was included as a beneficiary in his Will and the Senior Center received \$71,474.51. These funds were deposited into the Social Services Contributions Special Revenue Fund.

At the meeting of the Board of Selectmen on January 10, 2011, the Board approved the use of these funds to be put towards the construction of or improvements to the Senior Center. Since these funds have been assigned by the Board of Selectmen for a specific purpose, this purpose cannot be changed or funds used outside its purpose without the Board's formal approval.

Staff would like to segregate these funds for two reasons: (1) Each time the Social Services Contributions Special Revenue Fund is utilized, these funds need to be manually backed out to determine the appropriate amount of cash available for residents in need and (2) As staffing transitions occur, we do not want these funds to “get lost” and be spent outside their intended purpose. Therefore, staff would like the Board of Finance consider the following options:

1. Establish a special revenue fund specific to these funds called The Gellert Special Revenue Fund

Or

2. Transfer these funds into the Capital Reserve Fund as assigned for their stated purpose noted above

Or

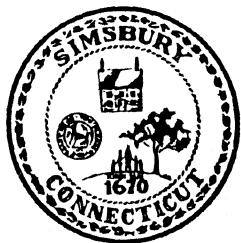
3. Formally create a capital project for the construction of or major improvements to the Senior Center within the Capital Projects Fund.

**6. Financial Impact:**

None

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

None



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

**TOWN OF SIMSBURY**  
**DEFINED CONTRIBUTION PENSION PLANS INVESTMENT POLICY STATEMENT**  
*Adopted by the Board of Finance on XX, 2021*  
*Previously Adopted by the Retirement Plan Sub-Committee in 2014*

## **I. Plan Description**

The Town of Simsbury sponsors the Simsbury 457/401 Plans (the "Plan") for the benefit of its employees. It is intended to provide eligible employees with the long-term accumulation of retirement savings through a combination of employee and employer contributions to individual participant accounts and the earnings thereon.

The Plan's participants and beneficiaries are expected to have different investment objectives, time horizons and risk tolerances. To meet these varying investment needs, participants and beneficiaries will be able to direct their account balances among a range of investment options to construct diversified portfolios that reasonably span the risk/return spectrum. Participants and beneficiaries alone bear the risk of the results from the investment options and asset mixes that they select.

## **II. Purpose of the Investment Policy Statement**

This investment policy statement is intended to assist the Plan's fiduciaries, who are charged with making investment-related decisions for the plan in a prudent manner. It outlines the underlying philosophies and processes for the selection, monitoring and evaluation of the investment categories and investment options utilized by the Plan. Specifically, this Investment Policy Statement:

- Defines the Plan's investment objectives
- Defines the roles of those responsible for the Plan's investments
- Describes the criteria and procedures for selecting investment categories and investment options
- Establishes investment performance measurement standards and monitoring procedures
- Describes methods for addressing investments that fail to satisfy established objectives

This Investment Policy Statement will be reviewed periodically, and, if appropriate, can be amended as needed.

## **III. Investment Objective**

The following criteria may be considered when choosing a menu of investment options:

- The menu of investment options should represent a broad range that allows for participant choice among various asset classes and investment styles.
- Investment options should have varying degrees of risk and potential for return.
- Investment options should have returns that are competitive in the marketplace when compared to appropriate benchmarks.

- Investment options should have total expense ratios that are competitive in the marketplace.

These are not necessarily the only criteria that may be considered.

#### **IV. Assignment of Responsibilities**

The parties responsible for the management and administration of the Plan include:

1. The Town of Simsbury Retirement Plan Sub-Committee, (the "Committee") which is responsible for:
  - ~~Establishing and maintaining~~ Recommending the Investment Policy Statement
  - ~~Selecting the plan record keeper and administrator~~
  - ~~Selecting~~ Recommending investment options
  - Periodically evaluating the Plan's investment performance and recommending investment option changes
2. The Town of Simsbury Board of Finance, (the "Board") which is responsible for:
  - Establishing and maintaining the Investment Policy Statement
  - Selecting investment options
  - Periodically evaluating the Plan's investment performance and selecting investment option changes
3. The Plan's Administrator, who is responsible for day to day administration of the plan. The Town Manager is responsible for selecting the Plan's Administrator.
4. The Plan's Trustee, who is responsible for holding and investing plan assets in accordance with the terms of the Trust Agreement. The Finance Director or his/her designee is responsible for serving as the Plan's Trustee.
5. The Investment Managers of the Plan options, who are responsible for making reasonable investment decisions consistent with the stated approach as described by prospectus and reporting investment results on a regular basis.
6. The Plan Record keeper, who is responsible for maintaining and updating individual account balances as well as information regarding plan contributions, withdrawals and distributions.

At the ~~Committee's~~ Board of Finance's discretion, the services of an investment consultant may be utilized to assist the Committee, Board, Town Manager and Finance Director with any of the following, including, without limitation: Investment policy development, fund menu construction, fund analysis and recommendations, performance monitoring, and employee education.

#### **V. Selection of Investments**

Set forth below are the considerations and guidelines employed in selection of investment options:

The Plan intends to provide a broad range of investment options that will span a risk/return spectrum. Further, the Plan's investment options will allow Plan participants to construct portfolios consistent with their unique individual circumstances, goals, time horizons and tolerance for risk.

After determining the asset classes to be used, the **Committee Board** must evaluate and select investment options. Each investment option should be managed by a prudent expert that meets certain minimum criteria:

- Be a bank, insurance company, mutual fund company, or investment adviser registered under the Registered Investment Advisers Act of 1940.
- Be operating in good standing with regulators and clients.
- Provide qualitative and quantitative information on the history of the firm, its investment philosophy and approach, and other relevant information.

Assuming the minimum criteria are met, additional factors that may be considered include:

- Results compared to an appropriate, style-specific benchmark and peer group.
- Adherence to stated investment objective.
- Fees compared to similar investments in the marketplace.
- Availability of relevant information in a timely fashion.

## **VI. Investment Monitoring and Reporting**

The Committee will periodically review the investment options in the Plan. Investment options that no longer accept participant and/or employer contributions and cannot be removed from the Plan due to contractual limitations and where participants have been notified of this will not be monitored by the Committee. Performance monitoring is the mechanism for revisiting the investment option selection process and confirming that the criteria originally satisfied remain intact and that an investment option continues to be an appropriate offering. While frequent change is neither expected nor desirable, the process of monitoring investment performance relative to specified guidelines is an on-going process.

Monitoring should occur on a periodic basis. The monitoring process may utilize the same criteria that formed the basis of the investment selection decision; however, these are not the only criteria that may be considered. In addition, a set of “watch list criteria” may be employed to track important quantitative and qualitative elements, assist in the evaluation process, and focus the Committee on potential areas of concern.

Watch list criteria may include the following:

- Results versus benchmark over a specified period of time
- Deterioration of risk-adjusted performance
- Notable style drift / change in investment objective
- Expense ratio versus category average
- Significant organizational or manager change

## **VII. Termination of an Investment Option**

An investment option may be terminated when the **Board, upon the advice of the Committee**, has lost confidence in the manager's ability to:

- Achieve investment objectives,
- Comply with investment guidelines,
- Comply with reporting requirements, or

- Maintain a stable organization and retain key relevant investment professionals.

There are no hard and fast rules for termination. However, if the investment option has consistently failed to adhere to one or more of the above conditions, failure to remedy the circumstances of unsatisfactory performance, within a reasonable time, may be grounds for termination.

Any recommendation to terminate an investment option will be treated on an individual basis, and will not be made solely based on quantitative data. In addition to those above, other factors may include professional or client turnover, or material change to investment processes. Considerable judgment must be exercised in the termination decision process.

An investment option to be terminated shall be removed using one of the following approaches:

- Remove and replace (map assets) to an alternative comparable option,
- Freeze assets in the terminated option and direct new assets to a replacement option,
- Phase out the option over a specific time period,
- Remove the option and do not provide a replacement option, or
- A reasonable solution that may be determined at the time of termination.

The process for selecting a replacement for a terminated investment option may follow the criteria outlined in Part V, Selection of Investments.

### **VIII. Participant Education and Communication**

The Plan will communicate to employees that:

- They control their own investments,
- Investment changes are permitted on a daily basis and may be subject to individual investment option requirements,
- Educational materials allowing employees to make informed decisions are readily available.

### **IX. Coordination with the Plan Document**

If any term or condition of this investment policy conflicts with any term or condition in the Plan Document, the terms and conditions of the Plan Document shall control.

### **X. Approval**

It is understood that this investment policy is to be reviewed periodically by the [Retirement Plan Sub-Committee](#) to determine if any revisions are warranted by changing circumstances including, but not limited to, changes in financial status, risk tolerance, or changes involving the investment managers. [The Retirement Plan Sub-Committee will make recommendations to the Board of Finance. The Board of Finance has the authority to officially adopt, revise, or rescind this Policy.](#)

**Board of Finance**  
**TOWN OF SIMSBURY, CONNECTICUT**  
**REGULAR MEETING & PUBLIC HEARING MINUTES**  
**Tuesday, April 6, 2021 at 6:00 P.M.**  
**Zoom Meeting/Simsbury Community Television Live Stream**

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

**ALSO PRESENT:**

Maria Capriola, Town Manager; Melissa Appleby, Deputy Town Manager; Amy Meriwether, Director of Finance; Lisa Karim, Library Director; Rick Bazzano, IT Director; Tom Tyburski, Director of Culture, Parks and Recreation; Orlando Casiano, Parks Superintendent; Eric Wellman, First Selectman; Sean Askham, Deputy First Selectman; Jackie Battos, Selectman; Wendy Mackstutis, Selectman; Mike Paine, Selectman; Chris Peterson, Selectman; Matt Curtis, Superintendent of Schools; Susan Lemke, Assistant Superintendent for Teaching and Learning; Neil Sullivan, Assistant Superintendent of Administration; Jason Casey, Director of Infrastructure and Technology; Susan Salina, Board of Education Chair; Lydia Tedone, Board of Education; Jeff Tindall, Board of Education; Sharon Thomas, Board of Education; Brian Watson, Board of Education; Tara Willerup, Board of Education; Jennifer Batchelor, Board of Education; Todd Burrick, Board of Education; Jeffrey Wyszynski, Tecton Architects

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

Mr. Pomeroy called the meeting to order at 6:02 P.M.

**2. Pledge of Allegiance**

All present stood for the Pledge of Allegiance.

**3. Presentation of the FY21/22 Budget Process**

Mr. Pomeroy opened the meeting by stating the primary goal of the meeting was to hear the presentations of the Board of Finance, Board of Education and Board of Selectmen on the FY21/22 proposed budget. A public hearing will follow, with live public comment, and an abbreviated overview of written public comment. All written public comments are available for review on the town website. The meeting will conclude with discussion by the Board of Finance about the budget and a decision as to whether they will send the proposed budget to referendum.

Mr. Pomeroy reviewed the roles and responsibilities of the Board of Finance and the key criteria utilized in preparation of the FY21/22 budget. He provided information on Simsbury being recognized as a fiscally strong community and presented the mill rate history for the past five years which included a proposed FY21/22 mill rate of 37.46. He mentioned the town is experiencing significant grand list growth this year and reminded everyone that grand list changes can be lumpy year to year. The total proposed budgets for the Town and Board of Education totaled \$106.1M in expenditures, with a proposed mill rate of 37.46, which translates to a 1% increase over last year. He then reviewed the long-term capital planning and stated that capital projects approved now will impact debt service in the future. Projects approved now will not be bonded for 1-3 years. Tough choices and tradeoffs have already been made as to which projects to move forward and which projects to delay. He then presented a chart of projects and



reviewed what was included, and what was delayed. He provided an example of the Henry James 6<sup>th</sup> Grade project which was delayed because it would have put the Town's debt service expenditures to nearly 10% of the total operating budget.

#### **4. Presentation of Proposed FY21/22 Board of Education and Board of Selectmen Operating and Capital Budgets**

Ms. Salina reviewed the Board of Education budget presentation which started off by outlining the Board's four guiding principles. The Superintendents proposed budget of \$73,643,930 is an increase of \$1,335,455 or 1.85% over last year's spending. Enrollment projections were reviewed showing an overall increase of 60 students. It was stated that the Board worked very hard to balance their vision for continuous improvement with fiscal reality noting the pandemic's impact on the economy and the mill rate pressure. Their primary goal was to rebuild intervention and support systems that were in place prior to the pandemic. She reviewed the budget drivers, the largest being personnel costs. Negotiated contracts represent an increase of over \$1.5M or 2.07% over last year's budget; with teachers' contracts being their largest employee group at \$1.3M. A priority of the Board for the past 2 years was to hire a Director of Equity and Access. Ms. Salina said she believes it would help greatly to move that position forward this year. She mentioned there was a restructuring done at the central office as well as reducing non-certified staffing which resulted in proposed savings.

Mr. Casey reviewed proposed capital projects as follows: \$600,000 to replace the bleachers and press box at Holden Field, and \$250,000 for improved security systems throughout the district which is a continuation of an ongoing project. Mr. Sullivan spoke about the Latimer Lane renovate as a new project which has a total cost of \$36,792,406 with an estimated cost to the town of \$25,703,175 after State grants. He mentioned the decoupling of the Henry James 6<sup>th</sup> grade project as they could not move forward with both school projects at the same time. Latimer Lane was identified as the top priority. He noted that for the project at Latimer to be a renovate as new, they would need to maintain at least 55% of the current square footage then add to the rest of the building in order to receive the State reimbursement grant. A video was played to indicate the importance of the project and the concerns it would alleviate.

Mr. Wellman presented the operating budget for the Board of Selectmen starting off with the impact on taxes if the budget were to pass as presented. He said it would mean an increase to the median value home taxpayer of \$80 or 0.97%. The proposed operating budget is \$25,117,980. The tax increase would be \$1,013,343 or 4.2%. He reviewed the changes made to the proposed budget and budget drivers, which included increased debt service expenditures, contractual salary increases, and pension/OPEB changes. He then highlighted the FY21/22 service improvements which included 2 new positions, Parks professional development, Police de-escalation training, Library children's materials and increased support for Meals on Wheels to be funded by the Darling Trust.

Mr. Askham then reviewed the proposed Capital projects. He drew attention to the 2 signature projects consisting of the Latimer Lane renovation and the Meadowood acquisition. He outlined the unique and substantial opportunity as a community to move forward with both projects. He reviewed the proposed funding for the various other projects through operational transfers, grants, the Sewer Use Fund and the Sewer Assessment Fund.

### **5. Public Hearing on FY21/22 Operating and Capital Budgets**

- Joe Campolieta spoke voicing his support for the Meadowood Acquisition.
- Joe Treacy spoke voicing his support for the Meadowood Acquisition and the Latimer Lane project
- Barbara Friedland spoke voicing her support of the Meadowood Acquisition.
- Sarah Faulkner spoke voicing her support of the Meadowood Acquisition.
- David Bush spoke voicing his support of the Park and Rec. Facility and Parks Maintainer position, the Simsbury meadow property, the Golf club renovation.
- Susan Masino spoke voicing her support of the Meadowood Acquisition.
- Margery Winters spoke voicing her support of the Meadowood Acquisition.
- Donna Summers spoke voicing her support of the Meadowood Acquisition.
- Helen Peterson spoke voicing her support of the Meadowood Acquisition.
- Douglas Beach spoke voicing his support of the Meadowood Acquisition.
- Lori Fernand spoke voicing his support of the Meadowood Acquisition.

Mr. Pomeroy summarized and noted themes from the written comments submitted from the public. He noted all detailed submissions are listed on the town website. Over 100 names were read out in support of the Meadowood acquisition. He read out names in support of Latimer Lane and in support of the Library materials. Names were also read in relation to the following: one in opposition to Meadowood, a plea for no tax increases, cutting expenses and taxes, raises to union employees, the traffic calming work on Notch Road, Parks and Rec activities and support of the Henry James project.

Mr. Pomeroy read out the following questions for Referendum Ballot and opened the floor for discussion:

Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2022, be approved and implemented in the amount of \$25,117,980?

Mr. House provided comments on the number of projects he supports, and the difficulty in prioritizing these to send to referendum in order to keep the mill rate low. Ms. Heavner spoke in relation to the process, cost savings and had some suggestions for efficiencies in the Board of Selectmen operating budget totaling around \$137,000. Ms. Schofield agreed with looking into ways to keep taxes flat, or close to flat, this year if at all possible. Mr. Prell said he agreed with Mr. House in that there are a lot of good projects but it's difficult to accommodate everything. He stated they have a fiduciary responsibility to look at today's budget but to also look at the out years. Mr. Peterson spoke about prioritization, the process and the tough decisions to be made.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, to fund the following projects, totaling \$83,000, out of the Capital Reserve Fund: \$65,000 for traffic calming and club house repairs; \$9,000 for the library materials; and \$9,000 for Police de-escalation training. Ms. Schofield seconded the motion. All were in favor, and the motion carried unanimously.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, for a change to the way police cruisers are budgeted and to make it a yearly recurring expenditure by transferring \$46,000 to the

Police Department operating budget from the CNR line. Mr. Peterson seconded the motion. All were in favor, and the motion carried unanimously.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, to hold Police overtime flat resulting in a \$25,000 reduction in the proposed budget, and to use alternative sources to pay for any overtime needed. Ms. Schofield seconded the motion. Mr. Peterson opposed the motion. The motion carried.

A discussion followed on holding money in the various reserves. Ms. Meriwether confirmed that bond ratings do take into account the various reserves and they are looked upon favorably.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, to reduce the Parks and Rec. transfer amount from \$180,000 to \$150,000. Ms. Schofield seconded the motion. All were in favor, and the motion carried unanimously.

Ms. Heavner then reviewed the five year budget modeling estimated tax increases in the out years. She went over the reasons the taxes increase in the coming years and then start to reduce again. She mentioned there may be a period where the taxes have a potential to go very high, most of which is driven by debt service. She said the numbers are based off projections, and there are things that can change, but she wanted to make sure people understand what may come down the road.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, for \$73,881,930 to be approved and implemented for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June30, 2022. Mr. Peterson seconded the motion. All were in favor, and the motion carried unanimously.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, for the Town of Simsbury to appropriate \$2,515,860 for the purchase and improvement of Meadowood (approximately 288 acres of undeveloped land located off Hoskins Road, County Road and Firetown Road); and authorize bonds and notes in the same amount to finance said appropriation. Discussion ensued. Ms. Schofield spoke to her reluctance to second the motion, and mentioned it not being on the CIP list previously, resulting in other projects being bumped that were on the list. She also spoke about the cost to taxpayers down the road and the implications of adding more land, responsibility and cost to the town at a time that there is no money to maintain what they already have. She also said the Board of Finance is looking at the big picture, competing priorities, and doing what is best for the town when it makes decisions, and thanked everyone for voicing their support of the acquisition. Ms. Heavner mentioned that the Boards made difficult choices to bring their recommendations in front of the public and believes the public should have the opportunity to vote on them. The motion was not seconded.

**MOTION:** Ms. Schofield made a motion, effective April 6, 2021, for the Town of Simsbury to appropriate \$3,250,000 from the Sewer Use Fund and anticipated grants for berm improvements at the Water Pollution Control Facility. Mr. House seconded the motion. All were in favor, and the motion carried unanimously.

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, for the Town of Simsbury to appropriate \$36,792,406 for the renovation and expansion of Latimer Lane Elementary School; and authorize bonds and notes in the same amount to finance said appropriation. Ms. Schofield seconded the motion. It was discussed, all were in favor, and the motion carried unanimously.

Ms. Schofield made a recommendation to have a better process and an architectural plan before estimates and projects are approved. She'd like to know exactly what is being built, and then get an estimate for approval. Mr. Peterson recommended they trust the professionals who do an excellent job putting these estimates together, and these development budgets are protected by guaranteed maximum contracts.

**MOTION:** Ms. Schofield made a motion, effective April 6, 2021, for the appropriation of \$24,979,980 recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2022, be approved and implemented. Ms. Heavner seconded the motion. All were in favor, and the motion carried unanimously.

**MOTION:** Mr. House made a motion, effective April 6, 2021, for the appropriation of \$14,666,200 recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement/Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2022, be approved and implemented. Mr. Peterson seconded the motion. All were in favor, and the motion carried unanimously.

**MOTION:** Mr. Prell made a motion, effective April 6, 2021, to wave the reading into the minutes of the full text of the resolutions set out below, copies of the resolutions having been made available to those in attendance, and recorded in these records immediately following these minutes. Ms. Schofield seconded the motion. All were in favor, and the motion carried unanimously.

**RESOLUTIONS:** That the Board of Finance recommends and approves the following projects:

Move to approve Parking and Accessibility Improvements at Simsbury Meadows in the amount of \$700,000 to be funded with bonds.

Move to approve the Highway Pavement Management project (Bonding \$605,000; Cash \$200,000 & LoCIP Grant \$156,500; Town Aid Road Grant \$243,500), in the amount of \$1,205,000 to be funded with bonds.

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

Move to approve North End Sidewalk Construction in the amount of \$810,000 to be funded with grants.

Move to approve Sewer Liners in the amount of \$600,000 to be funded by the Sewer Use /Assessment Funds & Grants.

Move to approve Berm Improvements in the amount of \$3,250,000 to be funded by the Sewer Use /Assessment Funds & Grants.

Move to approve Woodland Street/Hopmeadow Upgrade in the amount of \$1,200,000 to be funded by the Sewer Use /Assessment Funds & Grants.

Move to approve District Security Improvements in the amount of \$250,000 to be funded with bonds.

Move to approve SHS Bleachers/Press box Improvements in the amount of \$600,000 to be funded with bonds.

Move to approve Renovation and Expansion of Latimer Lane School in the amount of \$36,792,406 to be funded with bonds.

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

**MOTION:** Ms. Heavner made a motion, effective April 6, 2021, to allow the bonds to be repaid over a period of twenty years for Latimer Lane. Mr. House seconded the motion. Mr. Prell opposed the motion. The motion carried by majority.

**MOTION:** Mr. House made a motion, effective April 6, 2021, to close the public hearing on the budget. Ms. Schofield seconded the motion. All were in favor and the motion passed unanimously.

Mr. Pomeroy stated the Board of Finance budgets will be sent to Referendum.

## **6. Appointment of Auditor for FY20/21 Audit**

Mr. Pomeroy said the firm and people are the same but just the name has changed.

**MOTION:** Mr. Prell made a motion, effective April 6, 2021, to appoint CliftonLarsonAllen LLP as the Town of Simsbury's auditors for the fiscal year ending 2020/2021. Mr. Peterson seconded the motion. All were in favor, and the motion carried unanimously.

## **7. Approval of Minutes**

The following minutes were approved as submitted:  
March 9, 2021; March 16, 2021; and March 22, 2021.

## **8. Communications**

The Building Department Report for February 2021 was provided.

## **9. Adjourn**

**MOTION:** Ms. Schofield made a motion to adjourn at 9:33 P.M. Mr. Peterson seconded the motion. All were in favor and the motion passed unanimously.

Respectfully submitted,

Marion Lynott  
Commission Clerk

# TOWN OF SIMSBURY - BUILDING DEPARTMENT

## Monthly Report - March 2021

	Building		Mechanical		Totals				
	Permits Issued	Construction Value	Permits Issued	Construction Value	Total All Permits	Total All Construction Value	Total Actual Receipts	Total Inspections	Total Zoning Compliance
Commercial	9	\$3,581,344	18	\$828,663	27	4,410,007			
Residential	105	\$3,470,774	154	\$645,396	259	4,116,170			
<b>Totals</b>	<b>114</b>	<b>\$7,052,118</b>	<b>172</b>	<b>\$1,474,059</b>					
					<b>286</b>	<b>\$8,526,177</b>	<b>\$128,027</b>	<b>223</b>	<b>75</b>



**Tecton**  
ARCHITECTS

# SCHOOL FACILITIES

LATIMER LANE ELEMENTARY – “FIRST BEST STEP”

BOARD OF EDUCATION – UPDATE PRESENTATION

05.11.2021



# Agenda

1. Next Steps / Grant Application
2. Educational Specifications
3. Schedule
4. Budget
5. Conceptual Design

# Next Steps – Prepare Grant Application

Renovate as New Latimer Lane

**Tecton &  
Team**

**Enrollment Projections** *(highest in 8-year period)*

**Space Standards Worksheet** *(SCG-2500)*

**Site Analysis SCG-053** *(Site impacts, FMC, Phase I, geotechnical, CT Gen Stat § 8-24)*

**Cost Estimate** *(SCG-2000, Uniformat online)*

**Schools &  
Tecton**

**Educational Specifications**

**School Safety and Security Letter** *SCG-9000, Approval from DEMHS*

**Approval for Renovation Status** *(SCG-2000, Uniformat online)*

**Town of  
Simsbury**

**BOE Approval of Educational Specifications**

**Certified Resolutions** *(building committee, filing of grant, SD drawings)*

**Approval of funding** *(certified vote count)*



# Educational Specifications

# Educational Specifications

Renovate as New Latimer Lane

## Legal Definition of Educational Specifications (C.G.S. Section 10-287c-1)

*“a description of the general nature and purpose of the proposed school building project, which may include the applicant’s long range educational plan and the relationship to the proposed project to such plan; enrollment data and proposed project capacity; the nature and organization of the educational program; support facilities; space needs; accommodation for educational technology; specialized equipment; and site needs, and any other supporting documents deemed necessary by the commissioner.”*

**Guidebook for anything and everything related to your project!**



# Educational Specifications

Renovate as New Latimer Lane

1. *Written justification of the educational need for your project*
2. *Description of the educational activities which will be supported by the building at completion*
3. *Text which describes the types of spaces which will best accommodate your program requirements*
4. *A complete text version of your proposed building project (including the description of desired end product and details of the construction process necessary to achieve the end result)*
5. *A tool used by the design team, owner to direct them through the design phases*

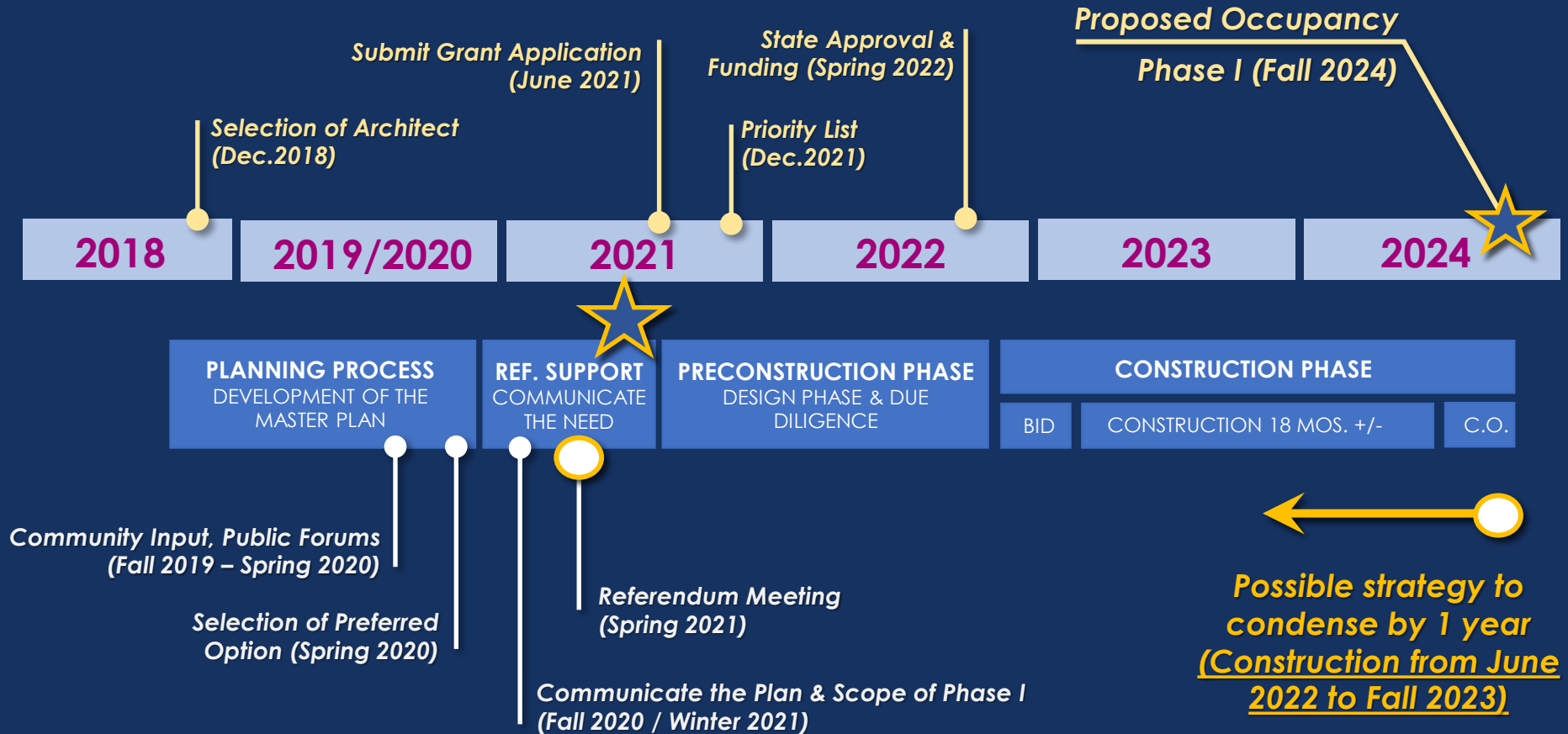
# Educational Specifications

Renovate as New Latimer Lane

<b>Section I</b>	<i>Rationale</i>
<b>Section II</b>	<i>School Mission</i>
<b>Section III</b>	<i>Long Range Educational Plan</i>
<b>Section IV</b>	<i>Projected Student Enrollment &amp; Proposed Capacity</i>
<b>Section V</b>	<i>Learning / Educational Activities</i>
<b>Section VI</b>	<i>Overall Instructional Design</i>
<b>Section VII</b>	<i>Building Space Requirements</i>
<b>Section VIII</b>	<i>Educational Supporting Spaces</i>
<b>Section IX</b>	<i>Detailed Description</i>
<b>Section X</b>	<i>Building Systems</i>
<b>Section XI</b>	<i>Site Development</i>
<b>Section XII</b>	<i>Construction Grant Bonus Requests</i>
<b>Section XIII</b>	<i>Community Uses</i>
<b>Section XIV</b>	<i>Furniture, Fixtures &amp; Specialized Equipment</i>
<b>Section XV</b>	<i>List of Educational Spaces</i>

# Schedule

# MILESTONE SCHEDULE – STEP 1





# Budget

# Projected Cost Summary

## Step 1 & Long Range Plan

RAN - Latimer Lane (K-6)				
Grade Levels	Proj.	OSCG Standard.		
	Enr.**	Sf/St.	All. Area	
Kindergarten	64	120	7,680	(2029-30)
Grade 1	68	120	8,160	(2029-30)
Grade 2	70	120	8,400	(2029-30)
Grade 3	73	120	8,760	(2029-30)
Grade 4	77	120	9,240	(2029-30)
Grade 5	83	152	12,616	(2029-30)
Grade 6	87	152	13,224	(2029-30)
<b>Total</b>	<b>522</b>			
<b>Max. Area Allowed</b>	68,080			
<b>Area Subtotal</b>	68,080			
<b>Existing Building</b>	45,839			
<b>Variance</b>	22,241			
Project Cost Summary				
Scope of work	Amt.	Unit	Cost/Unit	Cost
Site Improvements	6.55	Acres	\$405,255	\$2,654,420
Parking Lot & Vehicular Circ.	100	spaces	\$8,500	\$850,000
Abatement	39,217	sf	\$19.75	\$774,536
Demolition (+ haz mat, environ.)	6,622	sf	\$30.25	\$200,315
New Construction	28,863	sf	\$445.00	\$12,844,035
Renovate as New	39,217	sf	\$345.00	\$13,529,865
Subtotal	68,080	Av g/csf	\$453.19	\$30,853,171
<b>Soft Costs</b>	19.25%	%		\$5,939,235
Portable Lease Costs	0	mth/CR	\$2,500	
<b>Total Project Costs</b>			\$540.43	\$36,792,406
State Reimbursement			34.64%	(\$12,744,890)
Ineligibles***			4.50%	\$1,655,658
<b>Estimated Total Cost to Simsbury</b>				\$25,703,175

1

Updated Projections from October 2020

2

Maximum Allowable (6<sup>th</sup> Grade conversion to PK after 6<sup>th</sup> Grade Addition to HJMMS ~ Step 2)

3

Adjusted overall square footage and costs

**Note: Costs are based upon a Renovate as New**

**Total Project Costs \$36,792,406**

**Cost to Simsbury \$25,703,175**



# Conceptual Design

# Conceptual Site Plan

Exploring possibilities



Tecton  
ARCHITECTS

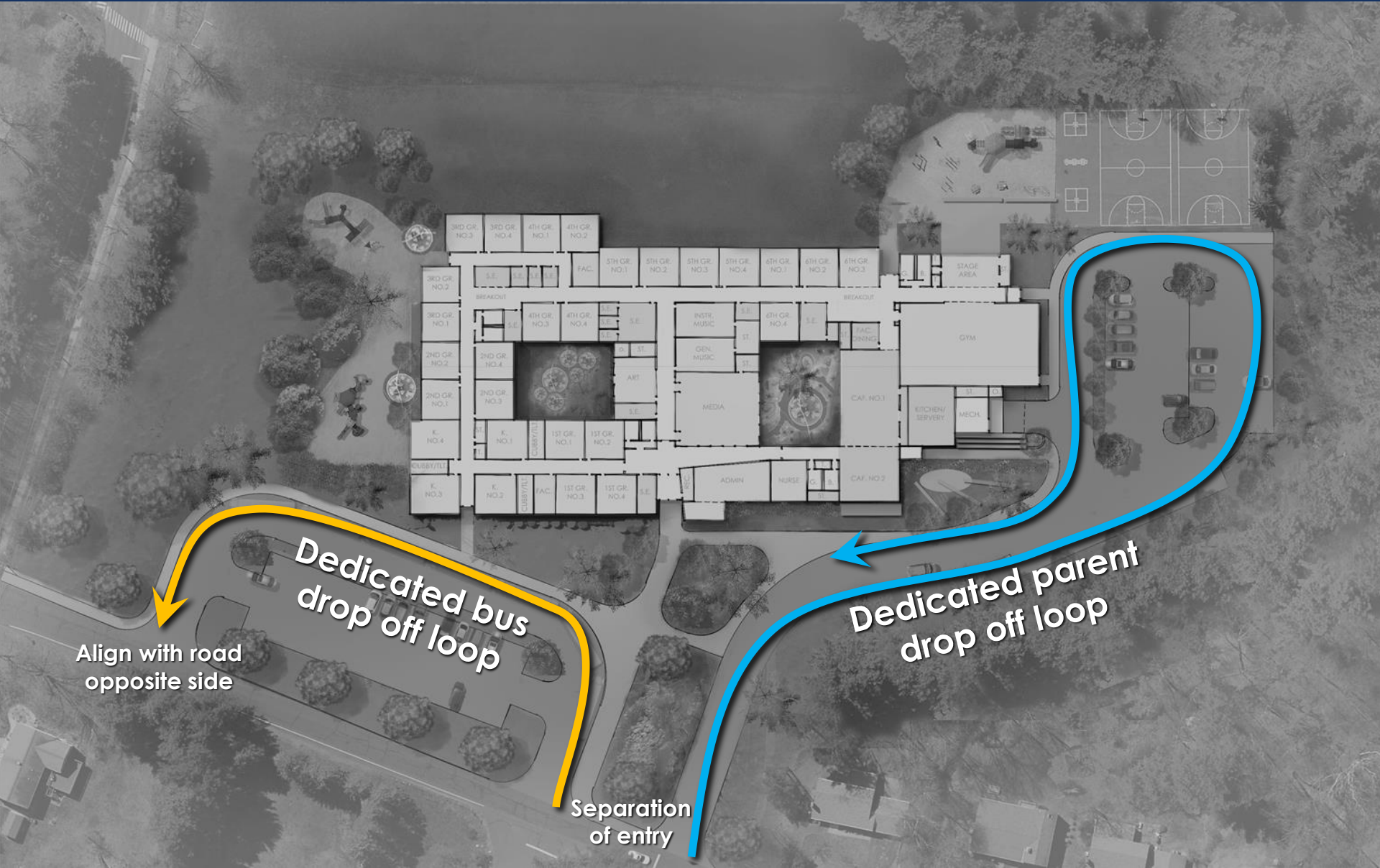


# Conceptual Site Plan

Exploring possibilities



Tecton  
ARCHITECTS



Dedicated bus  
drop off loop

Align with road  
opposite side

Dedicated parent  
drop off loop

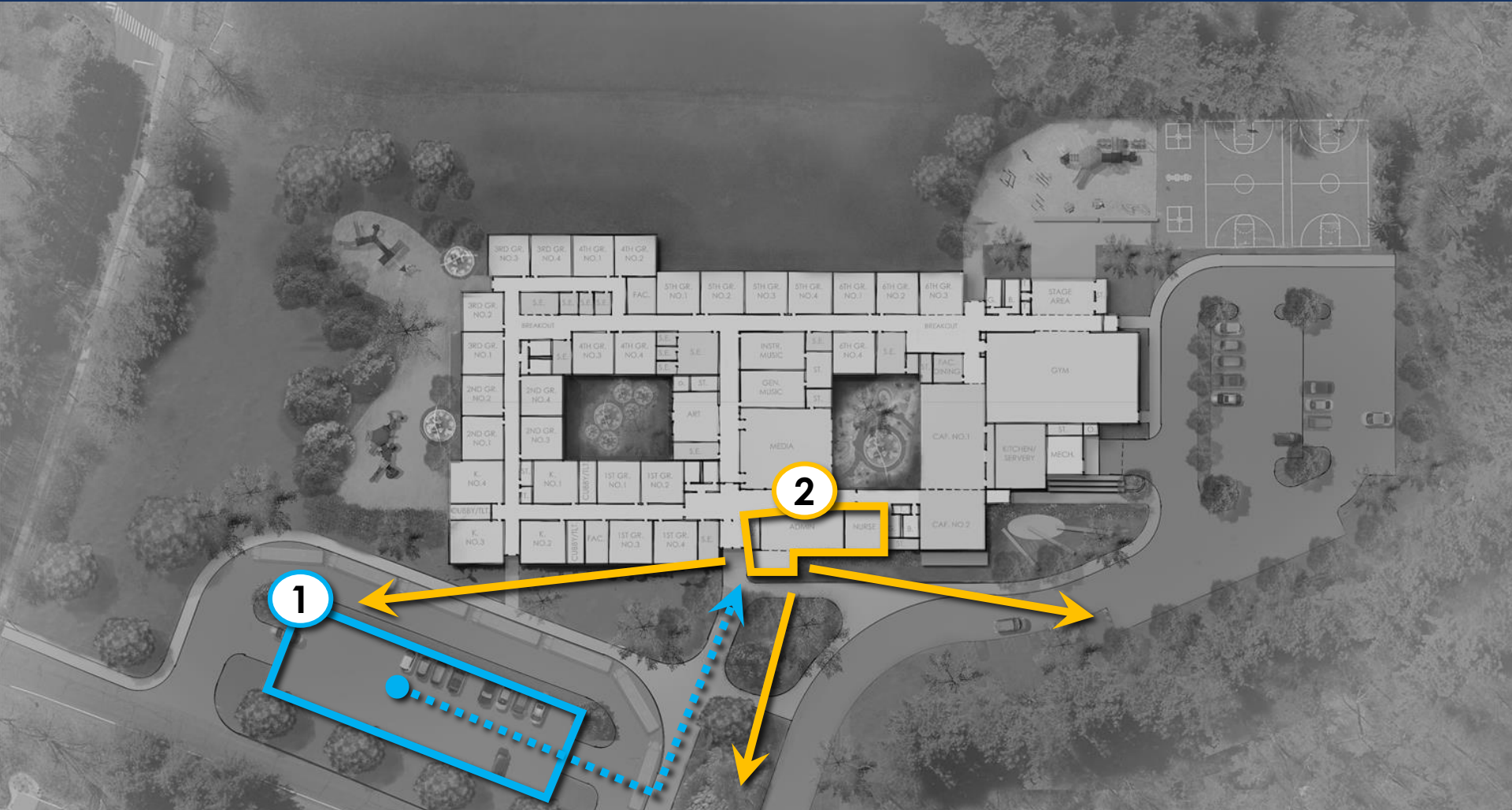
Separation  
of entry

# Conceptual Site Plan

Exploring possibilities



Tecton  
ARCHITECTS



**1** Secure visitor parking properly distanced from Entry

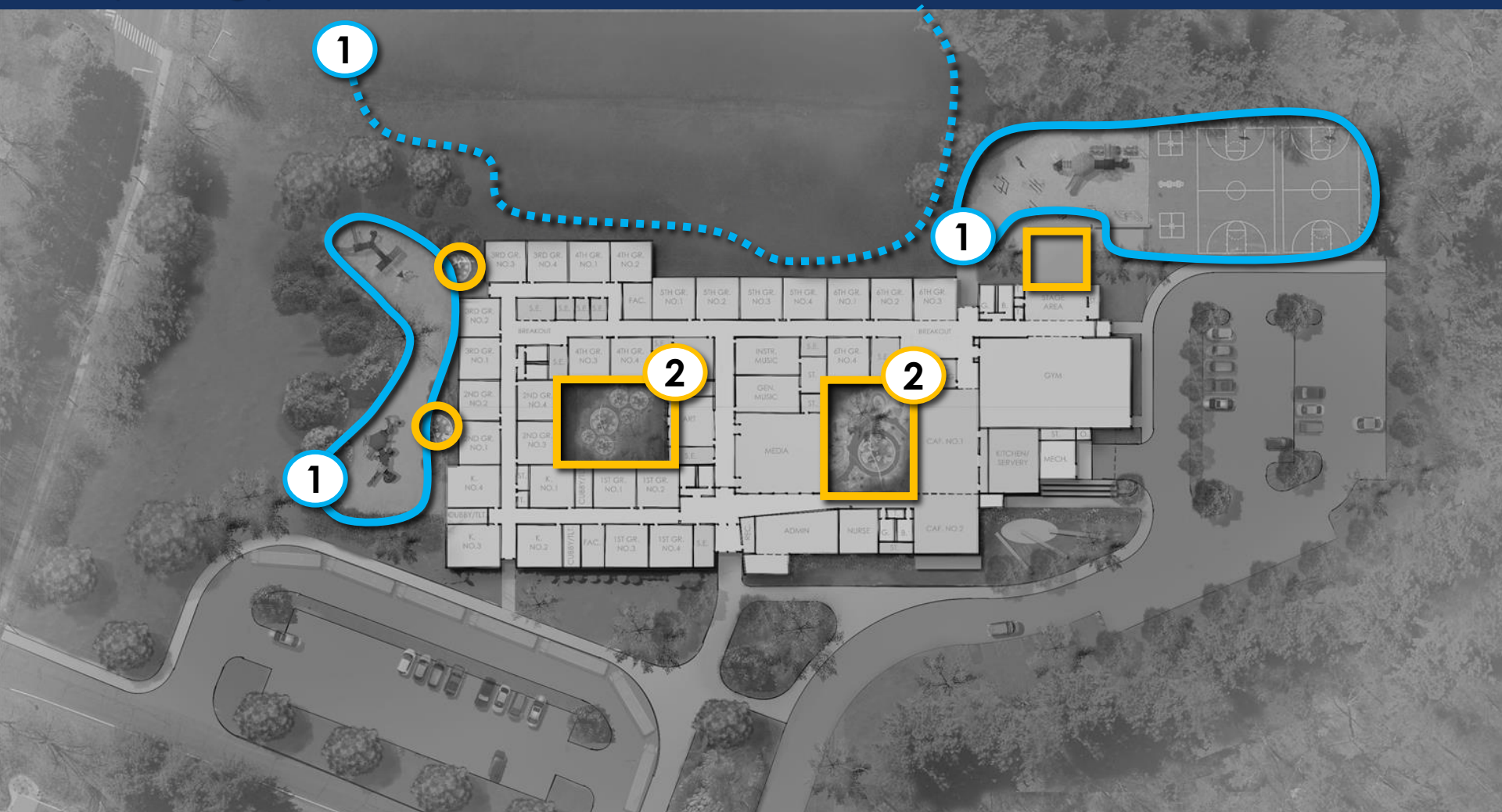
**2** Enhanced visibility of site entry from administrative suite

# Conceptual Site Plan

Exploring possibilities



Tecton  
ARCHITECTS



1

Secure and age-appropriate play areas with universal access

2

Secure outdoor classrooms and protected courtyards

# Conceptual Floor Plan

Exploring possible layouts





# Conceptual Floor Plan

Exploring possible layouts



**1** Location of Building Additions

# Conceptual Floor Plan

Exploring possible layouts



Tecton  
ARCHITECTS



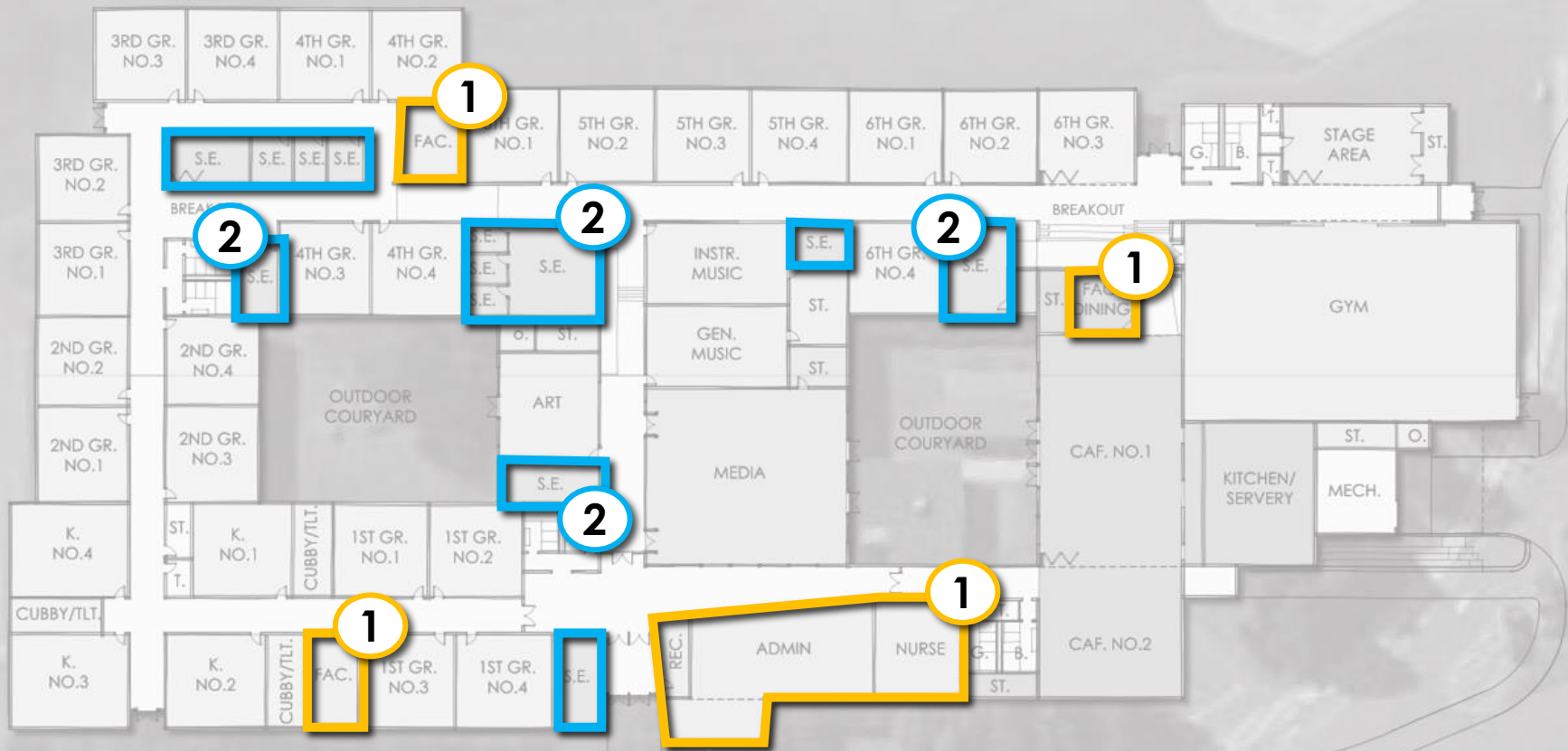
- 1 Shared core spaces
- 2 Community use separation

# Conceptual Floor Plan

Exploring possible layouts



Tecton  
ARCHITECTS

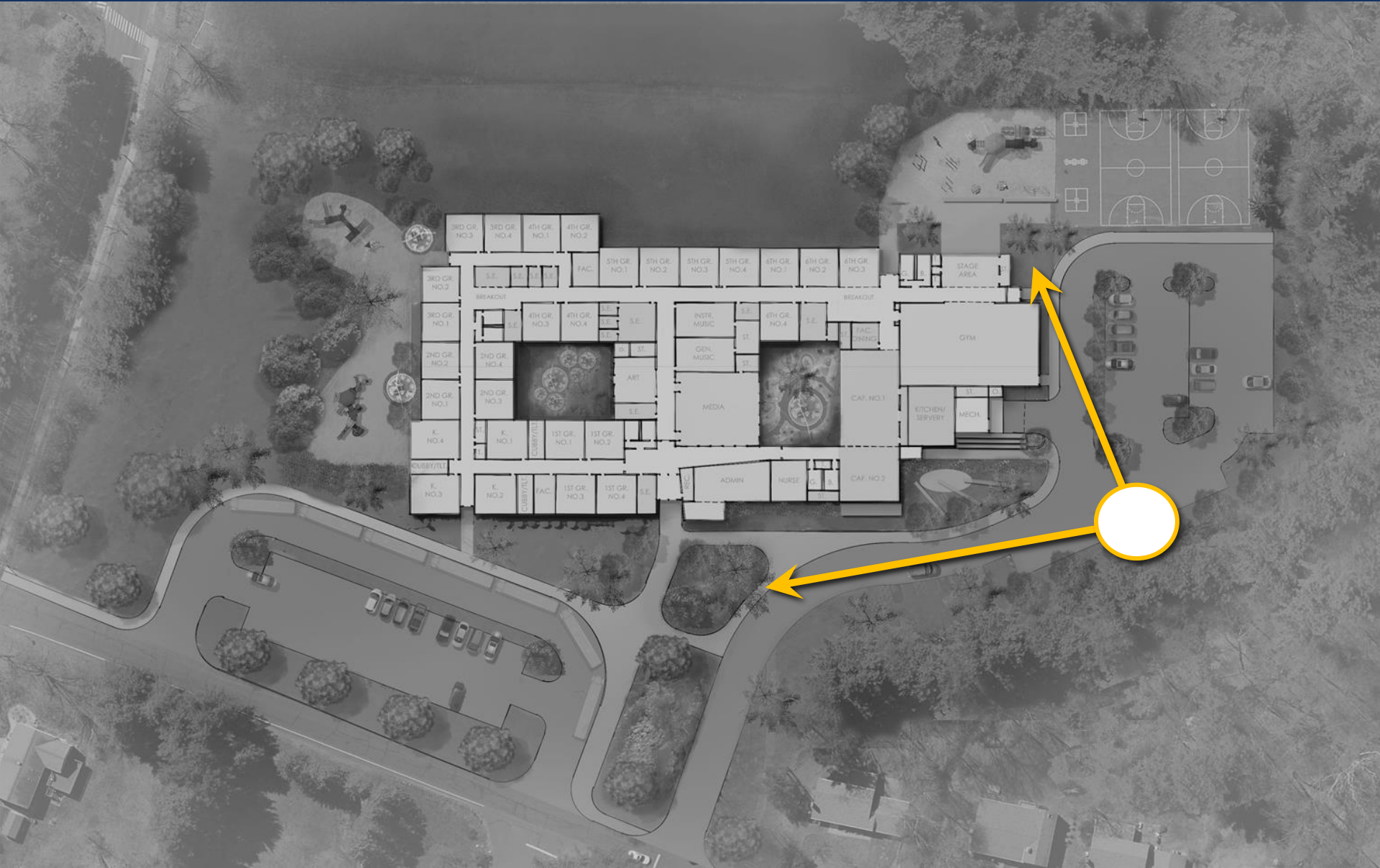


**1** Improved administrative visibility & distribution

**2** Distributed & Centralize Special Education

# Conceptual Renderings

## View of Cafeteria/Gymnasium Addition



# Conceptual Rendering

View of Cafeteria/Gymnasium Addition



Tecton  
ARCHITECTS



# Conceptual Renderings



View of cafeteria area & new secure courtyard



# Conceptual Rendering

View of cafeteria area & new secure courtyard



Tecton  
ARCHITECTS





**Tecton**  
ARCHITECTS

# SCHOOL FACILITIES

LATIMER LANE ELEMENTARY – “FIRST BEST STEP”

BOARD OF EDUCATION – UPDATE PRESENTATION

05.11.2021



# Communicate the Plan

## Step 1 & Long Range Plan

Step

1

**Latimer Lane**  
Renovate as  
New or New (K-6)

Note: Latimer Lane  
remains K-6 until  
completion of Step 2,  
then becomes PK-5

Ongoing Capital &  
Maintenance Projects  
at all 7 Schools

Step

2

**6<sup>th</sup> Grade  
Addition at  
HJMMS**

Modify all five  
Elementary Schools to  
K-5 (PK TBD)

Ongoing Capital &  
Maintenance Projects  
at all 7 Schools

Step

3

**Squadron  
Line**

Renovate as  
New or New  
(PK-5)

Ongoing Capital &  
Maintenance Projects  
at all 7 Schools

Step

4

**Tootin' Hills**

Renovate as  
New or New  
(PK-5)

Ongoing Capital &  
Maintenance Projects  
at all 7 Schools



# Proposed Step 1 - What's Included?

New or Renovate as New Latimer Lane

1. Complete new or renovate as new building to last several generations (30 plus years)
2. Will address all capacity, educational space and curriculum needs (today & future)
3. Transforms building to create educational environment that is adaptable, flexible, innovative, with a focus on wellness & health (daylighting, air quality, acoustics)
4. Addresses all existing conditions reported for site, building envelope, interiors, building and life safety systems, accessibility and code.

# Proposed Step 1 - What's Included?

## New or Renovate as New Latimer Lane

**Site** – address all code and ADA Accessibility items, universal access to new playgrounds/play areas, improvements to the bus and parent drop off, parking, and safety upgrades. Upgrades to the landscaping, improved drainage and storm water system and/or replacement of septic.

**Architectural Exterior** – new and upgraded exterior building envelope to include roof (extend warranty), windows, doors, brick, trim caulking, and other related façade materials utilized

**Architectural Interior** – ADA, code, life safety, finishes, building systems, and technology

**Core Spaces** – complete new, upgrades, and/or relocation to the cafeteria, kitchen, media center, gymnasium/multipurpose, stage/platform, and all toilet rooms

**Specialized Educational Spaces** – complete new, upgrades, and/or relocation to all of the required specialized teaching spaces to accommodate current and future needs

**General Classrooms** – both new and complete upgrades to all existing classrooms. Work to include reconfiguration of classrooms, all new finishes, systems, and furniture

**Building Systems** – all new fire protection system required by code, new HVAC systems throughout to properly ventilate and condition space (includes AC throughout), new electrical service and distribution, new LED lighting, generator, plumbing system distribution and fixtures, enhanced security systems, integrated technology throughout the property.

