



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN MEETING **AGENDA SUBMISSION FORM**

1. **Date of submission:** January 9, 2013
2. **Date of Board Meeting:** January 14, 2013
3. **Individual or Entity making the submission:** Hiram Peck, Director of Planning
4. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.): Request the BOS refer to the Planning Commission the following:
Request the Board of Selectmen recommend **re-opening the Special Revenue Account** previously established to accept funds for Incentive Housing Zone (Home Connecticut) Grant from OPM. This study is nearing completion and the establishment of the proper pass-through funding mechanism is necessary to pay existing invoices.
5. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):
Hiram Peck, Director of Planning and Community Development

1. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any **additional** information in an attached memorandum.):

The Incentive Housing Zone (IHZ) Grant from OPM was originally approved in the amount of \$49,900. At this time we have \$28,900 left in our OPM account to pay consultant's invoices. Invoices are received from the consultant and OPM is then invoiced. The re-opening of this account is necessary to allow this transaction to occur.

7. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

The following documents are included with this submission and attached hereto:

Telephone (860) 658-3230

Facsimile (860) 658-9467

tcooke@simsbury-ct.gov

www.simsbury-ct.gov

An Equal Opportunity Employer

8:30 - 7:00 Monday

8:30 - 4:30 Tuesday through Friday

Confirmation from Mr. Dimple Desai of CT OPM has been received indicating the fact that funding remains in our original grant fund at OPM. This request is simply to allow the **previously approved Special revenue account to be re-opened to allow this funding pass through.**

The IHZ (Home Connecticut Grant must be completed by Sept 2013, but consultant invoices are already in hand that need to be paid.

Thank you.